



Camden Council

Business Paper

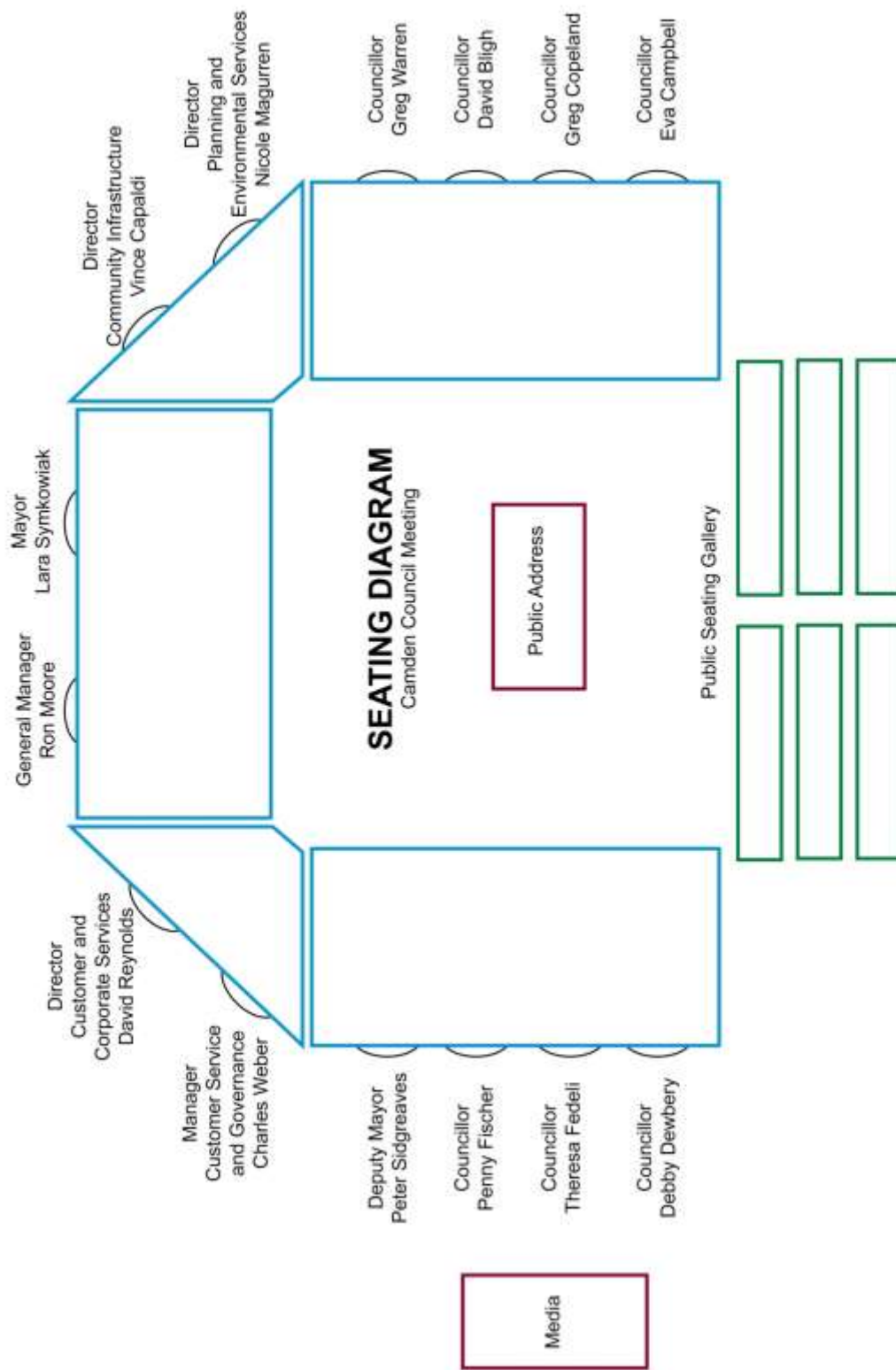
Ordinary Council Meeting
28 June 2016

Camden Civic Centre
Oxley Street
Camden



COMMON ABBREVIATIONS

AEP	Annual Exceedence Probability
AHD	Australian Height Datum
BCA	Building Code of Australia
CLEP	Camden Local Environmental Plan
CP	Contributions Plan
DA	Development Application
DECCW	Department of Environment, Climate Change & Water
DCP	Development Control Plan
DDCP	Draft Development Control Plan
DoPE	Department of Planning & Environment
DoIRE	Department of Industry Resources and Energy
DoT	NSW Department of Transport
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
MACROC	Macarthur Regional Organisation of Councils
NSWH	NSW Housing
OLG	Office of Local Government, Department of Premier & Cabinet
OSD	Onsite Detention
REP	Regional Environmental Plan
PoM	Plan of Management
RL	Reduced Levels
RMS	Roads & Maritime Services (incorporating previous Roads & Traffic Authority)
SECTION 149 CERTIFICATE	Certificate as to zoning and planning restrictions on properties
SECTION 603 CERTIFICATE	Certificate as to Rates and Charges outstanding on a property
SECTION 73 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
WSROC	Western Sydney Regional Organisation of Councils



**Please do not talk during Council Meeting proceedings.
Recording of the Council Meeting is not permitted by members of the public at any time.**



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: RECORDING OF COUNCIL MEETINGS

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

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



ORDINARY COUNCIL

SUBJECT: APOLOGIES

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

RECOMMENDED

That leave 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 7.5 -7.27).

Councillors should be familiar with the disclosure provisions contained in the Local Government Act 1993, Environmental Planning and Assessment Act, 1979 and 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 segment (incorporating Public Question Time) in the Council Meeting provides an opportunity for people to speak publicly on any item on Council's Business Paper agenda or on any matter within the Local Government area which falls within Council jurisdiction.

Speakers must book in with the Council office via telephone to Council's Governance Team by 4.00pm on the day of the meeting and must advise the topic being raised. Only seven (7) speakers can be heard at any meeting. A limitation of one (1) speaker for and one (1) speaker against on each item is in place. Additional speakers, either for or against, will be identified as 'tentative speakers' and should only be considered where the total number of speakers does not exceed seven (7) at any given meeting.

Where a member of the public raises a question during the Public Address segment, 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 (1) question per speaker per meeting.

All speakers are limited to 4 minutes, with a 1 minute warning given to speakers prior to the 4 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.

RECOMMENDED

That the public addresses be noted.



ORDINARY COUNCIL

SUBJECT: CONFIRMATION OF MINUTES

Confirm and adopt Minutes of the Ordinary Council Meeting held 14 June 2016.

RECOMMENDED

That the Minutes of the Ordinary Council Meeting held 14 June 2016, 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: CONSTRUCTION OF A SINGLE STOREY DETACHED DUAL OCCUPANCY AND STRATA SUBDIVISION - 19 LAWLER DRIVE, ORAN PARK

FROM: Director Planning & Environmental Services

TRIM #: 16/165854

APPLICATION NO: DA 298/2016
PROPERTY ADDRESS: 19 Lawler Drive, Oran Park
APPLICANT: Lenard Anderson

PURPOSE OF REPORT

The purpose of this report is to seek Council's determination of a development application (DA) for the construction of a single storey detached dual occupancy and strata subdivision at 19 Lawler Drive, Oran Park.

The DA is referred to Council for determination as there is one submission objecting to the proposal that has not been resolved.

SUMMARY OF RECOMMENDATION

That Council determine DA 298/2016 for the construction of a single storey detached dual occupancy and strata subdivision pursuant to Section 80 of the *Environmental Planning and Assessment Act 1979* by granting consent subject to the conditions contained in this report.

THE PROPOSAL

DA 298/2016 seeks approval for the construction of a single storey detached dual occupancy and strata subdivision.

Specifically the proposed development involves:

- The construction of a single storey detached dual occupancy with each dwelling consisting of three bedrooms and a single garage;
- Associated site works to facilitate the development; and
- Strata title subdivision

The cost of the works is \$350,000.

A copy of the proposed plans is provided as an attachment to this report.

THE SITE

The site is commonly known as 19 Lawler Drive, Oran Park and is legally described as Lot 286 DP 1201753.

The site is located fronting Lawler Drive and is a rectangular shaped allotment.

There are vacant residential lots adjoining the site to the north-east and the south west, as well as the north-west to the rear. There is residential development across the road to the south-east consisting of single storey and double storey dwellings.



KEY DEVELOPMENT STATISTICS

The development has been assessed against the relevant planning controls and is compliant. Below is a summary of the key development statistics associated with the DA.

	Standard	Proposed	Compliance
State Environmental Planning Policy (Sydney Region Growth Centres) 2006 (SEPP)			
4.1A Minimum Lot Size for other development	Minimum lot size of 500m ² for a dual occupancy.	Lot size of 540m ² for dual occupancy.	Yes
4.3 Height of Building	Maximum 9.5m building height.	Dwelling 1 – 4.7m. Dwelling 2 – 4.9m.	Yes
Oran Park Development Control Plan 2007 (DCP)			
7.6.3 Front Setback	4.5m to building façade line. 3.0m to articulation zone.	Dwelling 1 – 4.5m to façade. Dwelling 2 – 4.5m to façade. Dwelling 1 – 3m to articulation zone. Dwelling 2 – 3m to	Yes



	5.5m to garage line and 1m behind the building façade line.	articulation zone. Dwelling 1 – 5.5m to garage and 1m behind façade. Dwelling 2 – 5.5m to garage line and 1m behind façade line.	
7.6.4 Rear Setback	Rear setbacks – 4m ground floor and 6m first floor.	Dwelling 1 – 4m ground floor. Dwelling 2 – 4m ground floor.	Yes
7.6.4 Side Setbacks	Where detached boundary 0.9m Ground floor.	Dwelling 1 – North-east boundary 0.9m and south-west boundary 0.9m. Dwelling 2 – North-east boundary 0.9m and south-west boundary 0.9m.	Yes Yes
7.6.5 Site Coverage	Site coverage: Max 60% ground floor site coverage.	Dwelling 1 – 128m ² /48% site coverage. Dwelling 2 – 140m ² /51% site coverage.	Yes
7.6.6 Landscaped Area	Min 30% of lot area.	Dwelling 1 – 94m ² /34.8% soft landscaped. Dwelling 2 – 102m ² /37.7% soft landscaped.	Yes
7.6.8 Car parking	3 bedrooms or more, dwellings must provide at least 2 car spaces.	Dwelling 1 – One space provided behind the building line within a garage and a second space provided stacked within the front setback of the property. Dwelling 2 – One space provided behind the building line within a garage and a second	Yes



		space provided stacked within the front setback of the property.	
7.6.7 Principal Private Open Space (PPOS)	Minimum 20m ² of the lot area and minimum dimension of 4m.	<p>Dwelling 1 – Area of PPOS 20m² and accessible from the alfresco with a minimum dimension of 4m, gradient <1:10.</p> <p>Dwelling 2 – Area of PPOS 20m² and accessible from the alfresco with a minimum dimension of 4m, gradient <1:10.</p>	Yes
7.6.7 Solar Access	50% of the PPOS (of both the proposed development and adjoining properties) is required to receive 3 hours of sunlight between 9am and 3pm on 21 June.	<p>Dwelling 1 – PPOS area receives ≥ 3hrs solar access between 9am to 3pm on 21 June to ≥ 50% of PPOS.</p> <p>Dwelling 2 – PPOS area receives ≥ 3hrs solar access between 9am to 3pm on 21 June to ≥ 50% of PPOS.</p> <p>Adjoining development will receive ≥ 3hrs solar access between 9am to 3pm on 21 June to ≥ 50% of PPOS.</p>	Yes

ASSESSMENT

Zoning and Permissibility

Zoning:	R1 General Residential.
Permissibility:	The proposed development is defined as a 'dual occupancy' by the SEPP which is a permissible land use in this zone.



Environmental Planning and Assessment Act 1979 – Section 79(C) Matters for Consideration

State Environmental Planning Policies – S79C(1)(a)(i)	<p><u>State Environmental Planning Policy 55 – Remediation of land</u> Compliant with conditions recommended where necessary.</p> <p><u>State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004</u> Compliant with conditions recommended where necessary.</p> <p><u>State Environmental Planning Policy (Sydney Region Growth Centres) 2006</u> Compliant with conditions recommended where necessary.</p> <p><u>Deemed State Environmental Planning Policy No 20-Hawkesbury-Nepean River</u> Compliant with conditions recommended where necessary.</p>
Local Environmental Plan – S79C(1)(a)(i)	None Applicable.
Draft Environmental Planning Instrument(s) – S79C(1)(a)(ii)	None applicable.
Development Control Plan(s) – S79C(1)(a)(iii)	<p><u>Oran Park Development Control Plan 2007 (DCP)</u> Compliant with conditions recommended where necessary. One variation is noted below.</p> <p><u>Camden Development Control Plan 2011 (DCP)</u> Compliant with conditions recommended where necessary.</p>
Planning Agreement(s) – S79C(1)(a)(iiiia)	None.
The Regulations – 79C(1)(a)(iv)	None applicable.
Likely Impacts – S79C(1)(b)	No significant impacts.
Site Suitability – S79C(1)(c)	The site is suitable for development and the site attributes are conducive to development.
Submissions – S79C(1)(d)	One (1) submission was received which is discussed in the submissions section of this report.
Public Interest – S79C(1)(e)	The development is in the public interest.

Key Issues

The key issues associated with the DA are limited to the submission issues discussed in this report.

Submissions

The DA was publicly exhibited for 14 days in accordance with the DCP. The exhibition period was from 7 April 2016 to 20 April 2016. One submission was received objecting to the proposed development.



Council staff contacted the submission writer to discuss their concerns however were unsuccessful in resolving the issues raised in the submission.

The following discussion considers the issues and concerns raised in the submissions.

1. *The subdivision of lot 286 will result in extremely small blocks and associated homes.*

Officer comment:

The proposal, being dual occupancy development and strata subdivision, is permissible, and satisfies the relevant planning controls. This form of development is considered appropriate on allotments of this site area and the design of the dwellings is consistent with the character and scale established by the controls within the SEPP and DCP.

2. *The development will look out of place among the other homes and will impact on the value of surrounding houses.*

Officer comment:

The development presents as two single storey dwellings from the street which is an acceptable form of development within the R1 General Residential Zone. The surrounding area consists of a variety of single storey dwellings and two storey dwellings together with dual occupancy (attached and detached) development. The proposed development provides housing choice and variety within Oran Park and is consistent with the desired future streetscape character.

The issue of housing value is not a matter for consideration having regard to Section 79C of the *Environmental Planning and Assessment Act 1979*.

3. *The development will increase the number of cars parked on the street which will make navigating the street difficult and reduce the overall appearance.*

Officer comment:

The development has been assessed against the car parking requirements of the DCP. The DCP requires three bedroom dwellings to have two car parking spaces within the property boundary including one space behind the building line. Each dwelling provides a car parking space behind the building line within a single garage and a stacked space in front of the garage within the front setback of the allotment.

FINANCIAL IMPLICATIONS

This matter has no direct financial implications for Council.

CONCLUSION

The DA has been assessed in accordance with Section 79C(1) of the *Environmental Planning and Assessment Act 1979* and all relevant instruments, plans and policies. Accordingly, DA 298/2016 is recommended for approval subject to the conditions contained in this report.



RECOMMENDED

That Council approve DA 298/2016 for the construction of a single storey detached dual occupancy and strata subdivision at 19 Lawler Drive, Oran Park, subject to the attached conditions.

ATTACHMENTS

1. Proposed Plans
2. Recommended Conditions
3. Floor Plans - *Supporting Document*
4. Public Exhibition and Submissions Map - *Supporting Document*
5. Submission - *Supporting Document*



ORDINARY COUNCIL

ORD02

SUBJECT: POST EXHIBITION REPORT - PROPOSED AMENDMENTS TO CAMDEN GROWTH CENTRES DCP INCLUDING CATHERINE FIELDS (PART) PRECINCT AND GENERAL DCP PROVISIONS

FROM: Director Planning & Environmental Services

TRIM #: 16/145643

PREVIOUS ITEMS: ORD04 - Proposed Amendments to Camden Growth Centres DCP for Catherine Fields (Part) Precinct - Ordinary Council - 22 Mar 2016 6.00pm

PURPOSE OF REPORT

The purpose of this report is to ask Council to consider the outcome of the public exhibition of a draft amendment to the Camden Growth Centres Development Control Plan (DCP), including amendments to the main body of the DCP and the section that applies to the Catherine Fields (Part) Precinct (CFPP), and for Council to consider whether to adopt the draft DCP amendment. The draft DCP amendment is included as **Attachment 1 to this report.**

BACKGROUND

At its meeting on 22 March 2016, Council considered a report regarding a draft amendment to the DCP which included the following components:

Amendments to *Schedule 4 Catherine Fields (Part) Precinct*

These amendments were the result of a proposal submitted by the Greenfields Development Company to amend the Indicative Layout Plan (ILP) and associated figures relating to future development on their land holdings. The amendments included the relocation of the proposed school site and open space, the reconfiguration of the internal road network, the enhancement of the pedestrian and cycle network, and the relocation of the proposed low-medium density development surrounding open space land.

Amendments to main body of DCP (*Section 2.9 Noise and Section 3.3.1 Layout and Design*)

These amendments were initiated by Council officers and include changes to the main body of the DCP which applies to all of the land covered by the DCP. The amendments include:

- The insertion of 'service roads' as a suggested subdivision layout option to help reduce noise levels for residential development;
- The amendment of the title of Figure 3.12 to *Typical collector road (off-road cycle path)* to clarify that it includes off-road cycle paths;
- The insertion of new DCP Figure 3.13 *Typical collector road (on-road cycle path)* which includes on-road cycle paths;
- The deletion of the existing Figure 3.14 and insertion of new Figure 3.14 *Primary local street* which includes a carriageway width of 9 metres width and a road reserve of 16 metres width for this category of road;



- The insertion of new DCP Figure 3.15 *Typical local street* which is consistent with the local street cross-section approved by the Joint Regional Planning Panel (JRPP) determination of the Stage 1-3 development application at Catherine Park (DA 228/2014); and
- The deletion of DCP controls 29 to 32 due to the deletion of existing Figure 3.14 as noted above.

Resolution of Council

At its meeting on 22 March 2016, Council resolved to:

- endorse the draft Camden Growth Centres DCP and proceed to exhibition for a period of 28 days in accordance with the provisions of the Environmental Planning Assessment Act 1979 and Regulations;*
- forward a copy of the draft Camden Growth Centres DCP to the Department of Planning and Environment in accordance with delegations issued to Council dated 19 January 2015;*
- grant delegation to the General Manager to adopt the proposed changes to the Camden Growth Areas DCP in accordance with the delegations dated 19 January 2015 if no submissions are received during the exhibition period, and publicly notify the adoption of the DCP in accordance with the provisions of the Act and Regulations; or*
- require a further report outlining the result of the public exhibition of the draft Camden Growth Centres DCP for Council's consideration if unresolved submissions are received during the exhibition period.*

A copy of the report from 22 March 2016 is included as **Attachment 2 to this report**.

MAIN REPORT

In accordance with Council's resolution, the DCP amendment was exhibited from 5 April 2016 to 3 May 2016 and four submissions were received, including two responses from state agencies. A copy of the submissions is provided as a **supporting document to this report**.

The submissions received from the Department of Planning and Environment and the Department of Education indicated support for the proposed DCP amendment.

The remaining two submissions raised concerns regarding the proposed amendments to the road cross-sections and road network hierarchy which are located in Section 3.3.1 of the main body of the DCP, and would apply to all growth centre precincts covered by the DCP including CFPP.

The first concern relates to the imposition of new or amended street cross-sections and a new road network hierarchy for the CFPP where the developers have already obtained, or are in the process of seeking, development consent for large portions of the precinct. If the amended cross-sections and hierarchy were applied to the CFPP, this would require a re-design of the remaining portions of the precinct in order to comply with the new controls. This would also create an inconsistency between the approved street cross-sections under DA 228/2014 which was determined by the JRPP for Stages 1-3 of the development and the subsequent development within the precinct.



To address these concerns, a note will be added to the exhibited Figure 3-14 *Primary Local Street* to clarify that this new cross-section and the amendment to the road network hierarchy does not apply to the CFPP. This ensures that future development within the precinct will be designed and constructed in accordance with the cross-sections and hierarchy approved under DA 228/2014.

A note will also be added to exhibited Figure 3-15 *Typical local street* which clarifies that a footpath is only required on one verge of a local street, rather than on both verges. This is consistent with the approved development within the CFPP, Oran Park and Turner Road growth centre precincts.

The second concern relates to the proposed minimum carriageway width of 9m for primary local streets under new Figure 3-14. The submissions suggest that a minimum width of 9.6m is required to accommodate on-street parking and vehicle movements. The carriageway width of 9m shown in new Figure 3-14 *Primary Local Street* is identical to the carriageway width shown in Figure 3-13 *Typical local street* which will be replaced under this DCP amendment. The DCP amendment does not propose to alter or reduce the carriageway width from what was adopted under the DCP for this type of road.

Council officers have reviewed the proposed minimum carriageway width of 9m and have confirmed that this is sufficiently wide to enable the road to function as intended. It is noted that the 9m carriageway width is a minimum requirement and applicants may propose wider carriageways within their developments. It is not proposed to undertake any amendments to the draft DCP as a result of this matter.

The submissions did not raise any concerns regarding the proposed amendments to Schedule 4 of the DCP that relate to CFPP. The concerns raised relate to the Council-initiated amendments to the main body of the DCP.

The content of the submissions and detailed Council officer responses are discussed in **Table 1 below.**

Submitter/Agency Name	Issue/Comment	Response
Department of Planning and Environment	The DPE has indicated it has no objection to the proposal and that the minor increase in the overall number of dwellings in the Catherine Fields (Part) Precinct has been adequately justified.	No action.
Department of Education	The Department supports the relocation of the proposed primary school which will result in a co-located with future playing fields. The Department would welcome the opportunity to investigate higher density zoning, in line with the adjoining low to medium density residential zoning.	No action.
Submitter No.1	<i>Proposed Figure 3-15 Typical Local Street</i> – requests figure be amended to illustrate footpath in only one road verge or explanatory note be added that a footpath is required in only one road verge.	Council officers have reviewed this request and it is proposed to add the following explanatory note under Figure 3-15: <i>Note: A single footpath is required in only one road verge.</i>



		<p>It is noted that despite a footpath only being provided within one road verge, the other road verge will continue to be provided at full width to enable a footpath if required in future.</p>
	<p><i>Figure 3-12: Typical Collector Road (off road cycle path)</i> – requests that figure be amended to illustrate a 2.5m wide sharepaths in one verge (with verge width retained at 4.5m) and standard footpath (minimum 1.2m wide) in the other verge, with corresponding reduction in the verge width.</p>	<p>As identified in the Council report of 22 March 2016, this figure was not amended rather a new title was given to distinguish between the existing collector road design and the new collector road design (new figure 3-13). As this diagram has not been amended as part of this exhibition, no changes to the figure are proposed.</p>
	<p><i>Proposed Figure 3-14 Primary Local Street</i> – does not believe the proposed 9m width would facilitate movement in local streets that are likely to experience higher volumes of traffic. Recommends the deletion of figure 3-14 and a note be added to figure 3-15, describing what conditions should require additional road width.</p>	<p>The DCP amendment revises the road network hierarchy by inserting a new <i>Typical Local Street</i> cross-section with a 7.4m carriageway. This is consistent with the JRPP determination of DA 228/2014 for Stages 1-3 of the Catherine Park development.</p> <p>The insertion of a new <i>Typical Local Street</i> cross-section requires the previous <i>Typical Local Street</i> cross-section to be re-named to <i>Primary Local Street</i> and elevated in the road network hierarchy. The DCP amendment does not propose to change the previous carriageway width of 9m.</p> <p>The carriageway width should be noted as a minimum requirement, and applicants can include wider streets within their development applications if desired. Council officers consider 9m facilitates vehicle movements and parking in local streets.</p> <p>It is acknowledged that some portions of the CFPP have already commenced development. It is therefore proposed to include an amendment to the explanatory note to exclude the application of the Primary Local Streets from CFPP, this is in line with the approval of DA 228/2014.</p>
Submitter No.2	<p><i>Figure 3-12 Typical Collector Road (off road cycle path)</i> – amend the figure to illustrate a share path on one side of the collector road and a</p>	<p>As identified in the Council report of 22 March 2016, the figure was not amended but rather was given a new title to distinguish between</p>

	<p>pedestrian path with a 3.5metre verge on the opposite side of the road.</p>	<p>the existing collector road design and the new collector road design (new figure 3-13). As this diagram has not been amended as part of this exhibition, no changes to the figure are proposed.</p>
	<p><i>Figure 3-14 Primary Local Street</i> – concern over proposed 9m width of road, not sufficient width to accommodate vehicle movements and parking. Recommended that the road width be 9.6m.</p> <p>Also concern is raised of the notes associated with this figure, particularly the road hierarchy requirement. It is recommended that the note be removed and replaced with a criterion for a threshold of 2000-3000 vehicles per day.</p>	<p>The DCP amendment revises the road network hierarchy by inserting a new <i>Typical Local Street</i> cross-section with a 7.4m carriageway. This is consistent with the JRPP determination of DA 228/2014 for Stages 1-3 of the Catherine Park development.</p> <p>The insertion of a new <i>Typical Local Street</i> cross-section requires the previous <i>Typical Local Street</i> cross-section to be re-named to <i>Primary Local Street</i> and elevated in the road network hierarchy. The DCP amendment does not propose to change the previous carriageway width of 9m.</p> <p>The carriageway width should be noted as a minimum requirement, and applicants can include wider streets within their development applications if desired. Council officers consider 9m facilitates vehicle movements and parking in local streets.</p> <p>It is acknowledged that some portions of the CFPP have already commenced development. It is therefore proposed to include an amendment to the explanatory note to exclude the application of the Primary Local Streets from CFPP, this is in line with the approval of DA 228/2014.</p>
	<p>Figure 3-14 Primary Local Street and Figure 3-15 Typical Local Street – concern is raised with the requirement for a footpath on either side of the street. It is recommended that the figure be amended to illustrate a pedestrian path on only one side of the road.</p>	<p>Council officers have reviewed this request and it is proposed to add the following explanatory note under Figures 3-14 and 3-15:</p> <p><i>Note: A single footpath is required in only one road verge.</i></p> <p>It is noted that despite a footpath only being provided within one road verge, the other road verge will continue to be provided at full width to enable a footpath if required in future.</p>
	<p><i>Inclusion of Additional Low Order</i></p>	<p>The publicly exhibited amendments</p>



	<p><i>Residential Street of Access Street</i> – it is suggested that an ‘Access Street’ be included as an additional street in the Camden Growth Centres DCP and implement a maximum 300 vehicle per day threshold for an Access Street.</p>	<p>to the Camden Growth Centres DCP did not include an additional low order access street. Therefore the proposed ‘Access Street’ cross section cannot be included in this amendment.</p>
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FINANCIAL IMPLICATIONS

There are no direct financial implications to Council as a result of this matter.

CONCLUSION

The draft amendments to the DCP have been publicly exhibited for 28 days in accordance with the *Environmental Planning and Assessment Act 1979* and its Regulation. Four submissions were received. The two submissions received from state agencies raised no objection to the proposed DCP amendment.

Two further submissions were received in relation to the amended road cross-sections and road hierarchy changes within Section 3.3.1 of the DCP which applies to all of the precincts covered by the DCP. Council officers have addressed these submissions by amending the exhibited draft DCP as noted within this report. No submissions were received regarding the proposed amendments to Schedule 4 which apply specifically to the CFPP.

It is recommended that the draft amendment to the DCP, including the revisions identified in this report in response to the public exhibition period, be adopted by Council.

RECOMMENDED

That Council:

- i. adopt the amendment to the Camden Growth Centres DCP as outlined in this report;**
- ii. forward the amendment to the Camden Growth Centres DCP to the Department of Planning and Environment in accordance with the amended delegations issued to Council on 19 January 2015 and request that the DCP amendment be made;**
- iii. publicly notify the adoption of the DCP in accordance with the provisions of the Act and Regulations; and**
- iv. advise submitters of the outcome.**

ATTACHMENTS

1. Draft DCP Catherine Fields (Part) Precinct
2. Council Report 22 March 2016
3. Submissions for Amendment to Camden Growth Centres DCP - *Supporting Document*



ORDINARY COUNCIL

ORD03

SUBJECT: PROPOSED AMENDMENT NO. 21 TO CAMDEN LEP 2010 AND CAMDEN DCP 2011 AND A DRAFT VOLUNTARY PLANNING AGREEMENT - 190 RABY ROAD, GLEDWOOD HILLS (LOT 4 DP 260703)

FROM: Director Planning & Environmental Services

TRIM #: 16/138822

PURPOSE OF REPORT

The purpose of this report is to inform Council of the draft Planning Proposal, draft Development Control Plan (DCP) and draft Voluntary Planning Agreement (VPA) for 190 Raby Road, Gledswood Hills, and to seek a Council resolution to publicly exhibit the package of draft documents. The draft Planning Proposal, DCP and VPA form **Attachments 1-3 to this report.**

BACKGROUND

The draft Planning Proposal for 190 Raby Road, Gledswood Hills (Lot 4 DP 260703) was received on 20 February 2013 from TN Consulting on behalf of the landowners. The proposal seeks to rezone the site (**Figure 1**) from RU2 Rural Landscape to a range of residential zones. At the meeting of 25 June 2013, Council resolved to forward the draft Planning Proposal to the Department of Planning and Environment (DPE) for Gateway Determination.

The Gateway Determination (Appendix 3 of **Attachment 1 to this report**) was issued from DPE on 19 August 2013 and required the preparation of a number of specialist studies. In addition to the preparation and consideration of these studies, Council officers have consulted with public agencies, which in some instances required amendments to the specialist studies and the preparation of site specific planning controls.

The draft planning proposal, associated specialist studies, draft DCP and draft VPA are now ready to be publicly exhibited for community comment on the proposal.

Locality

The subject land is located to the south east of El Caballo Blanco/Gledswood/East Side land, between Gregory Hills (Turner Road Precinct South West Priority Growth Area), and the western boundary of the Scenic Hills in the Campbelltown Local Government Area (LGA). Immediately to the west of the site is the Water NSW water supply canal. A location map is provided in **Figure 1**. The subject site is outside the South West Priority Growth Area.

The site is currently accessed from Raby Road via a private road. Future access to the site will be provided from the extension of Gregory Hills Drive at a future signalised intersection.

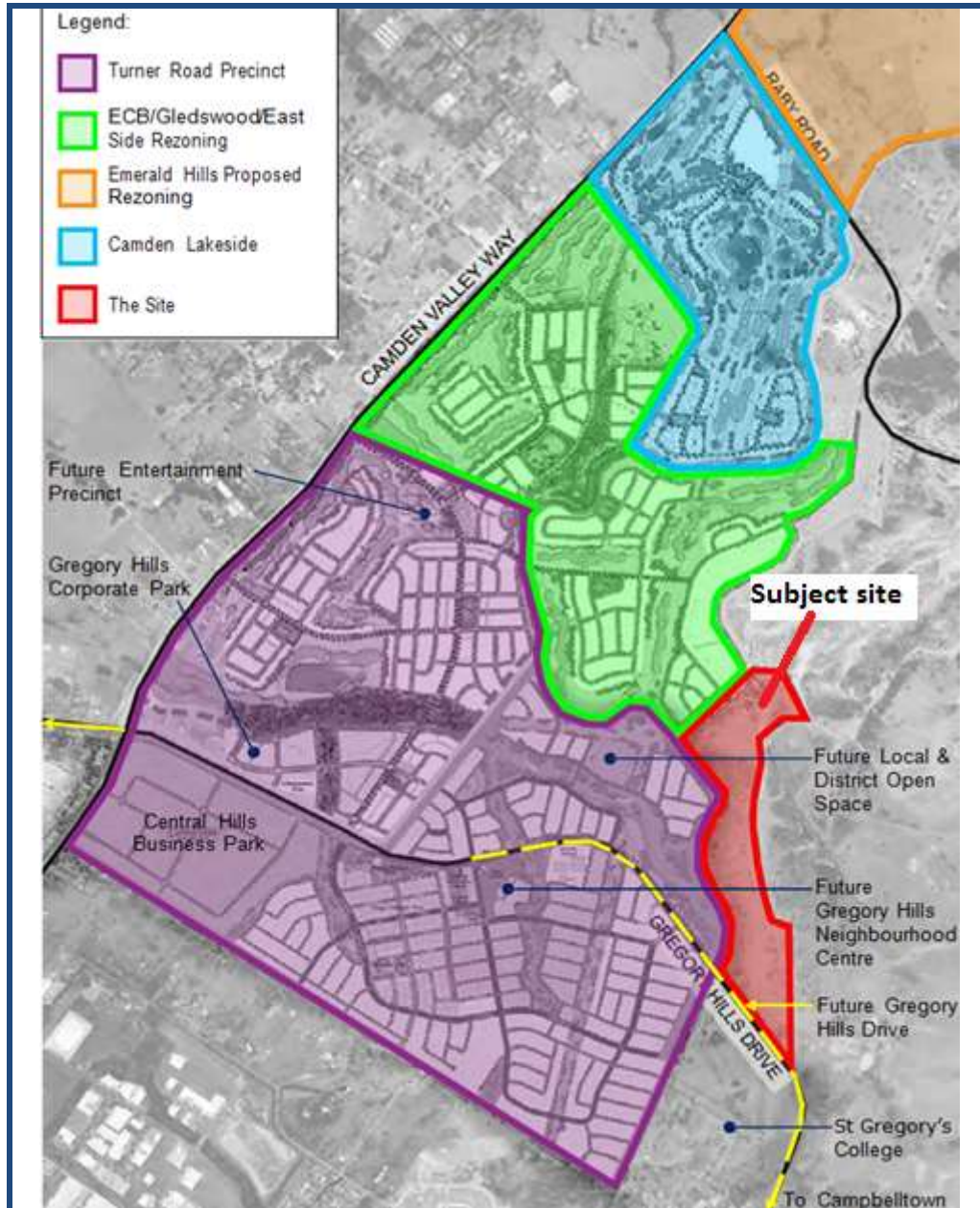


Figure 1: Subject Site Context

MAIN REPORT

Summary of the Planning Proposal

The site is currently zoned under the Camden Local Environmental Plan 2010 (Camden LEP 2010). The draft Planning Proposal seeks to amend the zoning, minimum lot size and height of buildings maps currently applying to the land as detailed in Table 1.



	Existing	Proposed
Zone	RU2 Rural Landscape	R2 Low Density Residential R5 Large Lot Residential.
Minimum Lot Size	40ha	375m ² and 700m ² for R2 zone. 4,000m ² and 20,000m ² for R5 zone.
Height of Buildings	N/A	9.5m.

Table 1: Comparison of existing and proposed provisions under Camden LEP 2010

Changes to the Planning Proposal and Gateway Approval

The proposed zoning and minimum lot sizes identified above differ from the draft Planning Proposal previously endorsed by Council and the Gateway Determination issued by the DPE.

The original Gateway approval was to rezone the land from RU2 to R1 General Residential, with a minimum lot size in the R1 zone of 450m².

In consideration of the findings of the detailed studies, the following changes are proposed to the draft Planning Proposal and Gateway determination.

- Change the proposed R1 General Residential zone to R2 Residential Low Density zone. The R1 zone permits a wider range of residential development and would enable potential residential densities not intended in this Planning Proposal.
- A change to the minimum lot sizes:
 - from 450m² to 375m² – to provide greater flexibility across most of the site; and
 - from 2,000m² for the northern area of the site to 4,000m² and 20,000m² – to provide improved conservation outcomes for an area of bushland to be included in residential lots.

Should Council support the draft Planning Proposal (at the conclusion of the public exhibition period), a formal request for a revised Gateway determination will be made to the DPE.

The proposed zoning and minimum lot sizes will facilitate approximately 260 residential lots across the site. It is noted that the draft planning controls would enable dual occupancy development on R2 (Residential Low Density) lots of greater than 600m², and attached dual occupancies on the R5 zoned land.

Specialist Studies

The Gateway Determination and initial Council report identified specialist studies to be undertaken prior to public exhibition to further inform the planning process. The following studies are now ready to be exhibited for community comment:

- Landscape and Visual Assessment;
- Flora and Fauna Assessment;
- Traffic and Transport Assessment;
- Aboriginal Archaeological and Cultural Assessment;
- Acoustic Assessment;



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- Bushfire Assessment;
 - Geotechnical Assessment;
 - Open Space and Community Facilities Assessment;
 - Salinity Report;
 - Stormwater Management and Flood Assessment; and
 - Preliminary Site Investigation (Contamination).

The findings of the key specialist studies are summarised below and have informed the preparation of a site specific DCP. The key specialist studies are **provided under separate cover**. A copy of the draft amendments to Camden DCP 2011 is provided as **Attachment 2 to this report**.

Visual Impact

The site has a ridgeline that runs along the eastern boundary. The site generally falls to the west towards the Water NSW water supply canal.

The assessment considered the visual impact of future development when viewed from 23 key public and private viewpoints, including 13 viewpoints in the Camden LGA and 10 viewpoints in the Campbelltown LGA (including the Scenic Hills).

From within the Campbelltown LGA the report identifies that the site will have minor visibility from 6 viewpoints with 1 viewpoint (Viewpoint 6 Minchinbury Reserve) requiring site specific height restrictions for residential development to be applied.

The proposed development is also visible from viewpoints in the Camden LGA, however these viewpoints have a higher level of visual absorption so are able to be mitigated by dwelling materials controls.

The report concludes that the visual impact on the existing and future residential areas is considered acceptable.

To ensure these requirements are considered at the development application stage, the draft DCP (**Attachment 2 to this report**) includes controls that set a maximum height, and minimum building setbacks for lots located to the east of the collector road as shown on the Indicative Layout Plan (ILP). These site-specific controls are in addition to any general controls currently within the Camden DCP 2011.

A summary of site-specific development controls are detailed in **Table 2** of this report.

Flora and Fauna

The flora and fauna report recorded one ecological community and nine species of fauna within, or near to, the site, or considered likely to occur. In order to mitigate the impact of development on the known flora and fauna, the report recommends an area of existing Cumberland Plain Woodland (CPW) along the northern boundary of the site be retained.

To enable the ongoing management of this area and limit development where possible it is proposed to zone this land R5 Large Lot Residential with a minimum lot size of 20,000m². The draft DCP also requires the preparation of a Vegetation Management Plan (VMP) outlining the revegetation and ongoing maintenance requirements for this part of the site.

The report also identified two areas suitable for revegetation. Both of these areas are proposed to be dedicated to Council as part of the open space and drainage network. These areas will be required to be revegetated prior to their dedication to Council.

Traffic and Transport

Should the proposed development proceed, the site will be accessed via a signalised intersection at Gregory Hills Drive and from the future signalised intersection at Raby Road to the north. The ILP in the draft DCP (**Attachment 2 to this report**) shows the collector road through the subject site connecting to the proposed collector road in the Gledswood release area.

The traffic and transport report concludes there is existing capacity in the surrounding road network to support this development.

Acoustic

The Acoustic Assessment considers the potential traffic noise levels likely to be experienced within the future residential lots from both Gregory Hills Drive and the internal collector road.

The report identifies that the internal north-south collector road is not anticipated to present any significant noise impacts, however, traffic noise from Gregory Hills Drive is anticipated to impact a number of proposed residential lots. The report recommends an appropriate acoustic treatment be provided along Gregory Hills Drive, to the east of the collector road. This recommendation is included in the draft DCP.

Open Space and Community Facilities Report

The report reviewed the demand generated for social infrastructure as a result of the anticipated population. The review relies on benchmark standards used to calculate the provisions of open space and community facility infrastructure in line with the rates outlined within the Camden Contributions Plan 2011 (Camden CP 2011).

The report identifies the following arrangements to meet the demand of the expected population:

1. At least 3,224m² of open space centrally located on the development site, embellished and dedicated as local passive open space. Embellishments are to include a playground. An area of 4,750m² has been set aside in the ILP for this purpose.
2. Shared pedestrian path/cycleway on the eastern side of the collector road linking Gregory Hills Drive to the 'East Side' land.
3. A monetary contribution towards the provision of active open space and recreation, community and library facilities in the surrounding area as specified in Camden CP 2011.

In addition, the report identified there is sufficient capacity in surrounding schools to meet the demand generated by this development. The Department of Education and Communities (now Department of Education) has noted the number of new urban developments in the Camden LGA and requested that the draft Planning Proposal nominate the site as an 'urban release area' to ensure that satisfactory arrangements



for State infrastructure are secured. The draft Planning Proposal is consistent with this request.

As a result of this report a draft VPA (**Attachment 3 to this report**) has been developed and is outlined further in this report.

Public Agency Consultation

As required by the Gateway approval the following public agencies were consulted:

- Department of Education and Communities (now Department of Education);
- Sydney Catchment Authority (now Water NSW);
- Office of Environment and (Environment);
- Office of Environment and Heritage (Heritage);
- NSW Department of Trade and Investment – Mineral Resources and Energy;
- Fire and Rescue NSW;
- NSW Rural Fire Service;
- Roads and Maritime Services;
- Transport for NSW;
- Endeavour Energy;
- Transgrid;
- Jemena;
- Sydney Water, and
- Adjoining local government authorities.

Responses were received from all public authorities. A summary of key and outstanding issues is provided below.

NSW Department of Trade and Investment – Mineral Resources and Energy

A submission was received in July 2014. Council officers have met with representatives however the position outlined in the initial response has not changed.

Mineral Resources Comments	Council Response
<ul style="list-style-type: none"> • Objection to the proposal, outlining the importance of the site for future coal and coal seam gas exploration. 	<p>Following receipt of the objection, Council officers made numerous efforts to liaise with DTIRIS in an attempt to resolve the objection. Following a meeting with the Department of Planning and Environment (DPE) it was agreed that the matters raised in the submission are a state policy matter and therefore to be discussed between the relevant stakeholder agencies. DPE has indicated its support to proceed with the Planning Proposal to public exhibition.</p>

The Office of Environment and Heritage (OEH) (Environment Branch

The OEH made 2 submissions on this proposal, in August 2014 and May 2015. The submissions raise concern over the proposed ownership of the Cumberland Plain Woodland (CPW) in the north of the site, and the ongoing management.



OEH Comments	Council Response
<ul style="list-style-type: none"> The CPW should be in public ownership and zoned E2 Environmental Conservation. 	<p>Council does not have an identified funding stream for the ownership and management of land such as this.</p> <p>Given the proposed controls to be applied to this land, it is considered the biodiversity outcomes are similar should the land be in public or private ownership.</p>
<ul style="list-style-type: none"> Included in a single lot with a minimum lot size of 4 hectares. 	<p>The subject area is proposed to be bi-sected by a collector road; it is therefore not suitable to have this area in single ownership. However Council officers recommend amending the minimum lot size maps to have a single 2ha lot either side of the collector road.</p>
<ul style="list-style-type: none"> The CPW needs to be actively managed to protect and restore the environmental value. 	<p>It is proposed to require a conservation management plan for those lots containing CPW. This will be required prior to the first development application and will be included on the title of the land.</p>

Transport for NSW and Roads and Maritime Services

Transport for NSW / Roads and Maritime Services Comments	Council Response
<ul style="list-style-type: none"> Request that the connection between the subject land and the existing east side land (Gledswood release area) be amended to provide for a bus capable link from Gregory Hills Drive and Raby Road. 	<p>The draft DCP proposes that the collector road that connects this site from Gregory Hills to the East Side Lands (Gledswood release area) will be bus capable.</p> <p>In addition, the DCP and VPA require a vehicular crossing over the riparian corridor to the Gledswood release area in the form of a collector road.</p> <p>The draft amendment to Camden DCP 2011 for the Gledswood release area includes this extension.</p>

Department of Education

Department of Education Comments	Council Response
<ul style="list-style-type: none"> The amendment to the LEP should capture the Planning Proposal site as an 'Urban Release Area' to ensure that satisfactory arrangements can be made for the provision of State Infrastructure. 	<p>The Planning Proposal will ensure the LEP map for Urban Release Areas is amended to include this site.</p>

All public agencies will be notified during the public exhibition period.

Draft amendments to Camden DCP 2011

A draft site specific amendment relating to Part C (Residential Subdivision) and Part D (Controls Applying to Specific Land Uses / Activities) of the Camden DCP 2011 has



been prepared as a result of the specialist studies commissioned for the subject site. A copy of the draft amendments to the Camden DCP 2011 is provided as **Attachment 2 to this report**. A summary of the proposed DCP controls are listed below:

Table 2: Schedule of proposed Camden DCP 2011 amendments

Proposed Control	Justification
Collector road to be provided (in accordance with the ILP) and designed to accommodate future north/south bus movements through the site.	This control will provide for a bus appropriate road through the site ensuring good connection to public transport for the future residents of the site and surrounding sites.
A north/south pedestrian/cycleway is to be provided with a minimum width of 2.5m and generally follow the alignment of the collector road and linear open space	This control will ensure good connections to the north to the Gledswood release area and to the south along the Gregory Hills Drive pedestrian/cycleway and into the Turner Road precinct facilities.
<p>Park and open space will be delivered in accordance with the ILP.</p> <p>Where possible the Jemena easement will provide a linear open space and be embellished with pedestrian/cycle path, and passive recreation areas.</p> <p>Boundaries to the easements should be landscaped with indigenous vegetation</p>	These controls will provide park and open space areas in the appropriate areas, embellished and vegetated appropriately.
<p>Designated larger lots will contain the Cumberland Plain Woodland and a Vegetation Management Plan is to be prepared to specify rehabilitation and revegetation works.</p> <p>A covenant is to be registered on title of these lots – specifying the requirement for ongoing retention and management of the remnant vegetation.</p>	These controls are to support the retention, rehabilitation and management of the remnant vegetation.
<p>Buildings to the east of the collector road are limited to a height not above the RL141. This is proposed to be enforced by a restriction on title.</p> <p>Lots abutting the ridgeline are to have a minimum 20m rear setback.</p> <p>Materials and colours for dwellings and ancillary structures will be recessive in colour and cladding will be non-reflective in lots backing onto the Scenic Hills ridgeline.</p> <p>Street lighting provided to public roads is to incorporate a shroud, hood or other appropriate design treatment to minimise light spill.</p>	These controls are to address the visibility of the development from key viewpoints within the Campbelltown LGA, and reduce the visual impact from the west of the subject site.
<p>An acoustic treatment is required parallel to Gregory Hills Drive (east of the collector road) intersection.</p> <p>An acoustic assessment is required where subdivision and residential development is carried out along the southern boundary of the site along Gregory Hills Drive.</p>	These controls will ensure appropriate controls are in place for the mitigation of noise.



Gledswood release area DCP amendment

The draft DCP includes an amendment to Part C12 of Camden DCP 2011 for the Gledswood release area that requires the existing local road connecting the two sites to be upgraded to provide a bus capable link.

State Environmental Planning Policy (Exempt and Complying Development Codes and Rural Housing Code)

It is noted that State Environmental Planning Policy (Exempt and Complying Development Codes and Rural Housing Code) applies to the site. Under this SEPP, applicants can apply for the construction of a dwelling house and/or associated works. In this instance, the standard controls contained within these codes would override those within the Camden DCP 2011.

Any proposed development submitted as a Development Application to Council (not under the Complying Development and Rural Housing Codes) will be assessed against the above DCP controls.

Draft Voluntary Planning Agreement

A draft Voluntary Planning Agreement (VPA) is proposed to be entered into by the landowner in lieu of monetary contributions under the Camden Contributions Plan 2011 (Camden CP). The draft VPA is provided as **Attachment 3 to this report**.

Under the existing Camden CP 2011, based on a yield of 260 residential lots this development would be required to make a payment of \$4.68M for local infrastructure. This equates to \$18,000 per lot. It is noted that should additional lots be created or additional dwellings (i.e. dual occupancies) these will be levied contributions towards local infrastructure under the Camden Contributions Plan 2011.

The dedication and embellishment of the Jemena gas easement will be considered under Council's 'Dedication of Land Burdened by Transmissions Easements' Policy (which does not attract a contribution value). Likewise stormwater drainage facilities do not attract a contribution value as they are servicing only this development.

The draft VPA is a package of works, land dedication and monetary contributions with a total value of \$4.68M comprising:

- \$1.73M of works including half road construction, embellishment of local open space and cycleways;
- \$1.54M of land dedication for local open space and road construction; and
- \$5,387 per final lot monetary contribution for open space and recreation, community facilities, volunteer emergency services and plan administration.

The draft VPA offer also includes additional works worth \$10.7M including stormwater facilities and Jemena gas easement land and embellishment. These works are required for this development and not as part of a development contribution.

Council officers have assessed the draft VPA offer and support the schedule of works and staging plans proposed in the draft VPA offer.



Exhibition Period

The Planning Proposal, draft DCP amendments and draft VPA provided in the Attachments will be publicly exhibited for a period of 28 days in accordance with the Gateway Determination and Environmental Planning Assessment Regulation 2010. A notification will be placed in the local newspaper and the exhibition material, available at:

- Council Administration Centre/s (Hard Copy);
- Narellan Library, Queen Street, Narellan (Hard Copy);
- Camden Library, John Street, Camden (Hard Copy), and
- Camden Council website (Electronic Copy).

During the exhibition period, a letter notifying land owners in the vicinity of the subject site will be sent to advise them of the proposal. In addition, all public agencies will be notified of the public exhibition.

FINANCIAL IMPLICATIONS

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

CONCLUSION

The Planning Proposal seeks to rezone the land at 190 Raby Road, Gledswood Hills to R2 Low Density Residential and R5 Large Lot Residential to accommodate approximately 260 residential lots. The Planning Proposal, supporting specialist studies draft DCP and draft VPA are now ready for formal public exhibition.

Should Council resolve to endorse the draft package, it will proceed to public exhibition for a period of 28 days.

Should unresolved submissions be received during the public exhibition period, a further report will be submitted back to Council detailing submissions received. Should no unresolved submissions be received, the draft Planning Proposal will be forwarded to the DPE for the Plan to be made.

RECOMMENDED

That Council:

- endorse the rezoning package of 190 Raby Road, Gledswood Hills for the purpose of public exhibition, which includes the draft Planning Proposal, draft DCP amendments to the Camden DCP 2011, specialist studies, and a draft VPA;**
- publicly exhibit the rezoning package for a period of 28 days and consult with the relevant agencies in accordance with the requirements of the Gateway Determination;**
- subject to no unresolved submissions being received:**



-
- a. forward the draft Planning Proposal: Amendment 21 – Gledswood Hills to the Department of Planning and Environment for the plan to be made;
 - b. upon gazettal of the Plan grant delegation to the General Manager to adopt the proposed changes to the Camden DCP and publicly notify the adoption in accordance with the provisions of the Environmental Planning and Assessment Act and Regulations;
 - c. upon gazettal of the Plan execute the VPA using Council’s Power of Attorney granted on 27 August 2013, Minute Number ORD215/13; or
- iv. if unresolved submissions are received, require a further report outlining the result of the public exhibition; and
- v. request a revised gateway determination from the Department of Planning and Environment to reflect the draft Planning Proposal as endorsed by Council at the conclusion of the exhibition period.

ATTACHMENTS

- 1. Attachment FINAL PDF Planning Proposal Amendment 21 Gledswood Hills with attached Appendices 20 June 2016
- 2. Amendment 21 - Exhibition Draft DCP
- 3. Draft VPA Amendment 21



ORDINARY COUNCIL

ORD04

SUBJECT: CODE OF MEETING PRACTICE AMENDMENTS
FROM: Director Customer & Corporate Services
TRIM #: 16/158629

PURPOSE OF REPORT

To seek Council approval of the proposed amendments to the Code of Meeting Practice (Code) in accordance with legislative requirements.

BACKGROUND

At the Ordinary meeting of Council held on 12 April, 2016 (refer to Item ORD05, Minute No. ORD57/16), Council resolved to exhibit the draft amended Code.

In accordance with Council's resolution and s 361 of the *Local Government Act 1993*, a copy of the draft amended Code, with proposed amendments, was placed on public exhibition for 28 days. A further 14 days was provided for submissions until 31 May, 2016.

The proposed amendments were produced after research considering the industry's approach to meeting practices and are referenced in the draft amended Code, included as **Attachment 1** to this report.

Council's Code was last updated in 2012.

MAIN REPORT

During the exhibition and submission period, seven submissions, included in full in *Supporting Documents*, were received by Council and have been considered for this report (one in favour of the amendments as exhibited and six (discussed below) opposing the amendments).

Submissions Summary & Officer comments on specified amendments

Clause	Submission Summary	Reason/Response
2.4 PRESENCE AT COUNCIL MEETINGS	Not necessary.	The changes directly reflect the provisions of the <i>Local Government Act 1993</i> (the Act) and the <i>Local Government (General) Regulation 2005</i> (the Regulation).
2.4.5 PRESENCE AT COUNCIL MEETINGS	Reduces public input. Can exclude anyone.	New clause 2.4.5 directly reflects the existing attendance provisions of the Act, including the existing power of expulsion under s 10 of the Act.
3.6 PUBLIC ADDRESSES AT COUNCIL MEETINGS	Reduces community access and participation.	The amendments to this clause and Appendix C establish new more comprehensive guidelines for public addresses including limiting addresses to matters in the business



		paper. These provisions have been added to facilitate Council business, to provide a standard set of conditions to all speakers to ensure fairness, and to provide for a standard acknowledgment of those conditions by speakers.
3.11.2 NOTICE OF MOTION— ABSENCE OF MOVER AND GENERAL REQUIREMENTS	Restrictive and arbitrary.	New clause 3.11.2 has been added to reinforce current practice about lodgement of motions.
3.11.4 NOTICE OF MOTION— ABSENCE OF MOVER AND GENERAL REQUIREMENTS	Redundant as the Mayor is a Councillor.	New clause 3.11.4 has been added to clarify that the Mayor can lodge motions like other Councillors.
3.13.2 HOW SUBSEQUENT AMENDMENTS MAY BE MOVED	Reduces public input. Undemocratic and concentrates power.	New clause 3.13.2 has been added to clarify the meaning of 'amendment' in line with normal meeting practice.
3.15.3 QUESTIONS MAY BE PUT TO COUNCILLORS AND COUNCIL EMPLOYEES	Reduces public input. Time limit is unreasonable.	The amendment to Clause 3.15.3 adds a 1 minute restriction on Councillors per item to put questions. This time is in addition to the time available to each Councillor for debate. The intention of the amendment is to expedite Council business. It does not apply to members of the public.
4.1.1 QUESTIONS OF ORDER	Restricts public participation. Enhances the powers of the chairperson to silence any person present.	The added wording of 'or any other person present' in this clause supports and reinforces the existing general authority of the Chairperson to control the meeting and deal with disruption.
4.2.4 ACTS OF DISORDER	Reduces public input. Restricts free speech.	New clause 4.2.4 has been added to facilitate Council business.
4.6 BEHAVIOUR OF MEMBERS OF THE PUBLIC ATTENDING A COUNCIL MEETING	Not necessary.	In accordance with the NSW Ombudsman publication – <i>Better Service and Communication for Councils</i> – the proposed changes to this clause have been made to provide extra clarity around acceptable behaviour of members of the public, general courtesies, and safety.



<p>4.6.2 BEHAVIOUR OF MEMBERS OF THE PUBLIC ATTENDING A COUNCIL MEETING</p>	<p>Restricts public participation. Unclear who makes the judgment and how big any risk is.</p>	<p>New clause 4.6.2 addresses unacceptable behaviour and has been added to protect the safety of staff and other attendees at a Council meeting by reference to Council's duty under s 10 of the <i>Work Health & Safety Act 2011</i>. A determination about compliance is made under clause 4.6.4.</p>
<p>4.6.3 BEHAVIOUR OF MEMBERS OF THE PUBLIC ATTENDING A COUNCIL MEETING</p>	<p>Behaviour is dealt with at 4.3, 4.4 and 4.6.1.</p>	<p>Clauses 4.3 and 4.4 deal with disorder and expulsion. Clause 4.6.1 is a general statement of behaviour. However new clause 4.6.3 has been added to set out specific expectations of behaviour and general courtesies.</p>
<p>4.6.4 BEHAVIOUR OF MEMBERS OF THE PUBLIC ATTENDING A COUNCIL MEETING</p>	<p>Only acceptable if the Chairperson is required to seek the advice of other Councillors.</p>	<p>New clause 4.6.4 has been added to support and reinforce the general authority of the chairperson to take action to address safety issues referred to in clause 4.6.2. However, the option to consult with Councillors is also provided.</p>
<p>6.2.4 RECORDING OF MEETING OF COUNCIL OR COMMITTEE BY MEMBERS OF THE PUBLIC PROHIBITED WITHOUT PERMISSION</p>	<p>Queries why taking photos will not be permitted.</p>	<p>Clause 6.2.4 has been amended to modernise the existing definition of 'recording' to include all currently available visual and audio devices, as 'video camera' is already captured in the Regulation.</p>
<p>6.4 RECEIPT OF PETITIONS</p>	<p>Not necessary.</p>	<p>The amendments to clause 6.4 are to provide consistency around the form and content of petitions received by Council.</p>
<p>APPENDIX C Public Address Session guidelines</p> <p>Public Address – Application Form</p>	<p>Deters the local community from addressing Councillors and staff.</p>	<p>The amendments to Clause 3.6 and Appendix C establish more comprehensive guidelines for public addresses including limiting addresses to matters in the business paper as per - Campbelltown (no public forum at ordinary meeting - listed items at committees only), Wollondilly (no public forum at ordinary meeting – separate community forum), City of Sydney (no public forum at ordinary meeting - listed items at committees only) Blue Mountains, Hawkesbury, North Sydney, Randwick, Mosman, Manly and Waverly, Canada Bay, Ashfield,</p>



		Botany Bay, Canterbury, Leichhardt, Marrickville, Pittwater, Rockdale, Strathfield, Hunters Hill, Woollahra. These provisions have been added to facilitate Council business, to provide a standard set of conditions to all speakers to ensure fairness, and to provide for a standard acknowledgment of those conditions by speakers.
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FINANCIAL IMPLICATIONS

This matter has no direct financial implications for Council.

CONCLUSION

The proposed draft Code is designed to enhance and clarify meeting procedures, to provide a clear guide to Councillors and the community, to ensure that meetings are run effectively, and to provide procedures to increase Council's transparency and accountability in the decision-making process.

RECOMMENDED

That Council adopt the draft amended Code of Meeting Practice included as Attachment 1 to the report, to take effect after the close of this meeting.

ATTACHMENTS

1. Final Draft Code of Meeting Practice - Exhibition Copy
2. Code of Meeting Practice Amendments - All Submissions - *Supporting Document*



ORDINARY COUNCIL

ORD05

SUBJECT: DETERMINATION OF COUNCILLOR FEES - 2016/17 LOCAL GOVERNMENT REMUNERATION TRIBUNAL

FROM: Director Customer & Corporate Services

TRIM #: 16/171349

PURPOSE OF REPORT

To advise Councillors of a determination by the Local Government Remuneration Tribunal (the Tribunal) for the range of Councillors' and Mayors' fees payable for the 2016/2017 financial year, and to request Council to determine the fees for the Councillors and the Mayor for the 2016/17 financial year.

BACKGROUND

The Tribunal sets the range of annual fees payable to Councillors and Mayors in NSW each year. Under the *Local Government Act 1993* (the Act), Council may fix the annual fees paid to the Councillors and the Mayor. The annual fees must be in accordance with the range determined by the Tribunal. Under section 249 of the Act, the Mayor must be paid an annual fee in addition to the fee paid to the Mayor as a Councillor. Section 249 also provides that Council may pay the Deputy Mayor a fee for such time as the Deputy Mayor acts in the office of the Mayor. The amount of the fee so paid, which is determined by Council, must be deducted from the Mayor's annual fee.

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

Council, at its Ordinary meeting held on 28 July, 2015, resolved that the fees payable to the Councillors and the Mayor for the 2015/16 financial year remain unchanged.

MAIN REPORT

The Tribunal has concluded its annual review and, having regard to key economic data and the views of the assessors, it has determined that an increase of 2.5% in fees for Councillors is appropriate. The increases are effective on and from 1 July 2016.

Section 239 of the Act requires the Tribunal to determine the categories of Councils and to place each Council in a category at least every three years. In accordance with the Act, the Tribunal reviewed the categories as part of its 2015 annual review and determined that no change to the existing categories is warranted at this time. As such, Camden Council is still categorised as a Metropolitan Council and the revised fees payable for a Metropolitan Council for 2016/17 are as follows:

COUNCILLORS	MAYOR
Minimum \$7,930 - Maximum \$17,490	Minimum \$16,890 - Maximum \$38,160

The current Councillor fees are \$15,573.60 per annum for Councillors and \$34,000.30 per annum for the Mayor.



Based on the present level of fees payable to the Mayor and Councillors as above, a 2.5% increase would amount to an increase of \$389.34 per annum for each Councillor, bringing the total to \$15,962.94 per annum, and an increase of \$850.01 for the Mayor, bringing the total to \$34,850.31 per annum. Alternatively, Council may adopt the maximum amount payable in each case.

FINANCIAL IMPLICATIONS

A 2.5% increase to Councillors' and Mayor's fees would result in additional expenditure totalling \$4,354.07. The 2016/17 Operational Plan (including budget) includes a provision for an increase of expenditure of 3.0%, which represents an amount of \$5,224.90. If Council elects to increase Councillor fees by 2.5%, this will represent a saving to the 2016/17 Operational Plan of \$870.83 which could be adjusted at the September Quarterly Budget Review.

RECOMMENDED

That Council determine the level of fees payable to Councillors and the Mayor for the 2016/2017 financial year.



ORDINARY COUNCIL

ORD06

SUBJECT: ADOPTION OF THE 2013/14 - 2016/17 REVISED DELIVERY PROGRAM AND 2016/17 OPERATIONAL PLAN (BUDGET)

FROM: Director Customer & Corporate Services

TRIM #: 16/154089

PURPOSE OF REPORT

The purpose of this report is to adopt:

- The 2013/14 - 2016/17 Revised Delivery Program, which includes the 2016/17 Operational Plan (Budget);
- The 2016/17 Revenue Policy, Long Term Financial Plan and Fees and Charges Schedule;
- A 1.80% rate increase under Section 506 of the *Local Government Act* in accordance with the allowable increase announced by IPART.

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

1. Making of the rates and annual charges for 2016/17;
2. Authorisation of expenditure and voting of money for 2016/17.

BACKGROUND

Council adopted the 2013/14 - 2016/17 Revised Delivery Program and 2016/17 Draft Operational Plan (including budget) on 24 May 2016. The *Local Government Amendment (Planning and Reporting) Act 2009*, 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 2016/17 annual budget process, there have been a number of recommended inclusions to the 2016/17 budget over and above what was included in the 2013/14 - 2016/17 Revised Delivery Program.

The Revised 2013/14 - 2016/17 Delivery Program and 2016/17 Operational Plan (Budget) has been publicly exhibited for a period of 28 days in accordance with the *Local Government Amendment (Planning and Reporting) Act 2009*, and is now ready for formal adoption.

PUBLIC EXHIBITION

The 2013/14 – 2016/17 Revised Delivery Program and 2016/17 Operational Plan (Budget) were publicly exhibited from 25 May to 21 June 2016 inclusive. The exhibition was advertised in the Macarthur Chronicle and copies of the documents were made available on Council's website as well as at Council's Customer Service Centres (Narellan and Camden) and the Camden and Narellan Libraries.



Three submissions were received during the exhibition period which focussed on support for the Revised Delivery Program. *The submissions highlighted support for the priority community projects including the widening of travel lanes, additional parking and a footpath in Coghill Street, Narellan, tables and shelters at Cuthill Reserve and improved lighting at Belgenny Reserve.*

The supportive nature of the submissions confirms Council’s vision for the community and that the adopted Delivery Program meets the needs of both current and future residents.

A copy of the submissions is provided as an attachment to this report.

2016/17 OPERATIONAL PLAN (BUDGET)

In summary, the 2016/17 Operational Plan (Budget) is as follows:

Operational Plan (Budget)	2016/17
Operating Expenditure	\$90,997,500
Capital Expenditure	\$242,540,900
Gross Expenditure Budget	\$333,538,400
Non Cash and Reserve Transfers	
Less: Works In Kind - Land & Infrastructure	\$179,792,400
Less: Non Cash Depreciation Expense	\$14,117,800
Less: Transfer to Cash Reserves	\$15,502,900
Net Cash Expenditure Budget	\$124,125,300

Council’s proposed gross expenditure budget for 2016/17 is \$333,538,400. Upon removing non cash expenditure and transfers to reserve, Council’s proposed cash budget for 2016/17 is \$124,125,300.

Council's budget position for the 2016/17 financial year remains a balanced budget.

There have been ten (10) changes endorsed by Council to the Draft 2016/17 Operational Plan (budget) since its adoption for the purpose of public exhibition.

1. EPA’s Combatting Illegal Dumping (Clean-Up & Prevention) Grant - \$20,000.

The grant funding will be used to establish baseline data on the extent of illegal dumping and identify hot spots for illegal dumping throughout the area. The funding will also be used to provide illegal dumping signage (Council Resolution ORD 122/16 – 24 May 2016).

2. March Review of the 2015/16 Operational Plan (Budget)

In order to meet the needs of a rapidly growing community Council has fast tracked the following frontline services by approving them at the March Quarterly Budget Review.

The Draft 2016/17 Operational Plan (Budget) has been amended to include additional expenditure as follows (Council Resolution ORD 123/16 – 24 May 2016):



- \$138,000 for the employment of an additional two (2) Customer Service positions in order to continue to meet the expected customer service standards in Narellan and Camden for our residents;
- \$80,000 towards the repairs and maintenance of existing park furniture within the LGA, including the refurbishment, upgrade and general repairs and/or replacement as required;
- \$100,000 towards the improvement of litter collection services across the LGA, including key sites (e.g. Harrington Park Lake, Urban Forest, Sir Warwick Fairfax Reserve) which will include additional litter collection within our waterways;
- \$30,000 towards increased management of graffiti across the LGA.

3. Roads & Maritime Services 2016/17 Program Funding

The Draft 2016/17 Operational Plan (Budget) has been amended to include additional expenditure as follows (Council Resolution ORD 124/16 – 24 May 2016)

- \$50,000 towards Cawdor Road, Camden for the reconstruction of the Pedestrian Refuge. Funding 50/50 sourced from the RMS grant income under the Active Transport Program and the Capital Works Reserve;
- \$60,000 towards Murray Street, Camden for the design of and upgrade to the existing pedestrian crossing and associated works. Funding 75/25 sourced from the RMS grant income under the Active Transport Program and the Capital Works Reserve;
- \$450,000 towards Burragorang Road, Cawdor Road, Cawdor – Upgrade traffic signals and introduce a controlled right turn phase. Funding is sourced from the Federal grant income under the Black Spot Program;
- \$550,000 towards Deepfields Road, between Camden Valley Way and Barry Avenue, Catherine Field - Widen shoulder, install Curve Alignment Markers (CAMs), associated signage, remove hazards, improve shoulder and upgrade T-junction. Funding is sourced from the Federal grant income under the Black Spot Program.

4. Upper South Creek Farm Dams Review Funding

The Draft 2016/17 Operational Plan (Budget) has been amended to include additional expenditure of \$30,000 towards further investigation of flood storage needs in the Upper South Creek Catchment. Funding is sourced from Department of Planning and Environment grant income (Council Resolution ORD 125/16 – 24 May 2016).

These adjustments increase the total expenditure budget only they have no impact on Council's adopted balanced budget position.

BUDGET RESULT AND ALLOCATION OF SURPLUS

The 2016/17 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 2016/17 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 2016/17 Operational Plan identified a budget surplus of \$3,410,500.

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

2016/17 Budget Surplus	
Budget Surplus	\$3,410,500
Surplus Allocation	
1 - Workforce Positions	\$1,916,500
2 - Operational Expenditure (Net)	\$1,402,000
3 - Capital Expenditure (Net)	\$828,000
4 - Transfers from Reserve (Net)	(\$3,286,000)
5 - Priority Community Projects	\$2,550,000
2016/17 Balanced Budget	\$0

1 - Additional Workforce Positions

A total of 26 additional positions have been endorsed for inclusion in the 2016/17 budget. These positions are considered high priority positions and are consistent with Council's adopted workforce plan. The positions will assist in ensuring services keep pace with the demands of rapid community growth. Operational staff increases include funding to undertake landscape and garden maintenance in growth areas, funding for an increase in street sweeping services within the LGA and customer service focus.

2 – Operational Expenditure

In addition to the funds allocated in the 2013/14 – 2016/17 Revised Delivery Program, Council has endorsed the following additional operational items for inclusion in the 2016/17 budget:

Operational Expenditure	
Rates - additional Valuer General costs	15,000
State of Environment Report	50,000
Contributions Planning Review	100,000
Community Strategic Plan	100,000
Implementation of Council's WHS Management System & Training (funded from reserve)	50,000
Development Control Plan 2016	25,000
Additional Software Maintenance	37,000
Remote Access to Council Systems from Mobile Devices	60,000
Economic Development initiatives	30,000
Oran Park administration facility management provision (utilities saving of \$153,000 realised through leasing existing admin buildings included in budget surplus above)	500,000
Parks and Reserves - Additional contract mowing (Council Resolution 169-15 – 14/07/2015)	120,000
Additional Open Space maintenance for new areas handed over by developers to Council (Council Resolution 17-16 – 23/02/2016)	115,000



Operational Expenditure (continued)	
Camden Town Centre Urban Design Framework	200,000
Total – Operational Funding Requests	\$1,402,000

3 – Capital Expenditure

In addition to the capital projects already approved as part of the Revised 2013/14 - 2016/17 Delivery Program, Council has also endorsed the following capital items in the 2016/17 budget:

Capital Expenditure	
Establishment of an IT Business Continuity Recovery Facility at Narellan Library	\$100,000
Purchase of a new Waste management system	\$200,000
Sportsfield Fertiliser Spreader	\$15,000
Narellan Library Software Upgrade	\$23,000
Weighbridge at the operations depot	\$150,000
Camden Town Centre upgrade project	\$540,000
Less: Reserve Funding Available	(\$200,000)
Total – Additional Capital Works Projects	\$828,000

4 – Proposed Reserve Transfers

In addition to the reserve transfers already approved as part of the 2013/14 - 2016/17 Revised Delivery Program, Council endorsed the following reserve transfers as part of the 2016/17 budget:

Proposed Reserve Transfers	
Capital Works Reserve (transfer from reserve)	(\$1,306,300)
Asset Renewal Reserve (transfer from reserve)	(\$1,979,700)
Technology Improvements Reserve (transfer to reserve)	\$50,000
Risk Management Reserve (transfer from reserve)	(\$50,000)
Proposed Transfers from reserve (net)	(\$3,286,000)

Other minor or recurrent reserve transfers are contained within the 2016/17 Operational Plan (budget). This report will recommend that Council approve all internal reserve transfers.



5 – Priority Community Projects

Council has proposed the following additional priority works for inclusion in the 2016/17 budget.

Priority Community Projects	
Macaria Building – maintenance – historical building	\$150,000
Catherine Fields Community Hall – replacement of timber flooring	\$80,000
Mount Annan Leisure Centre – refurbishment and upgrade of existing facilities to match and complement new construction	\$194,000
Camden Town Farm New Toilet Facility	\$150,000
Cuthill Reserve (Camden Cricket Club) – tables and shelters	\$20,000
Kirkham Park Rugby Clubhouse – replace gutters and downpipes	\$12,000
Camden Civic Centre – kitchen upgrade, painting, tiling	\$180,000
BEP Arena Renewal – renovation of existing main arena (BEP to contribute \$150k) – total project cost \$265k	\$115,000
Harrington Park Lake – renewal of cycleway circuit surrounding lake	\$429,000
Birriwa Reserve Cricket – O’Dea Road – additional parking	\$85,000
Camden Cemetery New Toilet Facility	\$220,000
Harrington Park Lake – Exercise Stations	\$150,000
Pat Kontista Reserve – new playground	\$100,000
Coghill Street – widening travel lanes and additional parking and footpath	\$250,000
Public Art installations on community facilities (e.g., Birriwa amenities) by high school students	\$25,000
Additional Community Events (2)	\$60,000
Lower Kirkham – Installation of cricket pitch	\$25,000
Fairfax Reserve – carpark expansion	\$55,000
Upgrade Sporting Parks and Reserves to a more efficient automated lighting system (11 sites)	\$70,000
Increase the number of light poles at Belgenny Reserve to improve lighting levels (6 new poles)	\$150,000
Install more efficient lights on existing poles at Onslow Oval (rear fields) to improve lighting levels	\$30,000
Total – Priority Community Projects	\$2,550,000

OTHER OPERATIONAL PLAN (BUDGET) INFORMATION

Rate Income

Council was advised in December 2015 that IPART had determined an allowable increase in rating income for 2016/17 of 1.80%. Rate estimates included within Council’s Revenue Policy have been prepared on the basis of a 1.80% rate increase.



Council did not apply for a rate increase above the allowable increase of 1.80% for the 2016/17 financial year.

The impact on the average residential assessment will be an increase of approximately \$8.25 per annum (16c per week). This figure has changed since being reported to Council in the draft 2016/17 budget report as a result of additional supplementary rates included in the 2016/17 rate levy calculation.

Fees and Charges

The 2016/17 Fees and Charges have been prepared on the basis of a 2.10% increase in line with CPI with the exception of fees which are set by regulation, are prepared on a cost recovery basis or where Council provides the service in a competitive market.

Loan Borrowing Program

As part of formally adopting the 2016/17 Operational Plan (Budget), Council is required to endorse the level of proposed loan borrowings. Council proposes to borrow \$1,000,000 during 2016/17 to part-fund its road renewal program (road reconstruction). The need to borrow these funds will be re-visited throughout the year and will depend on Council's financial position at that time.

It is important to note that, as part of Council's loan reduction program after 2016/17, Council will no longer be reliant on re-current loan borrowings to part fund its road renewal program.

Investment Income

Interest projections for 2016/17 have been prepared on the basis of generating a return on investment of 2.70%. Council is currently achieving a return on investments of approx. 3.42% (May 2016).

RATES & CHARGES FOR 2016/17 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, of course, paid their rates in full.



- Interest charges on overdue rates will only be applied to an overdue instalment;
- Interest charges on overdue instalments will be calculated on a daily basis.

- 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 2016/17 rating year is 8.00%.

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:
 - has approved the expenditure; and
 - 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.

2016/17 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 Intensive
Farmland Ordinary

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	2.7	(i.e. 2.7 times the residential ad-valorem rate)
Farmland Intensive	0.9	(i.e. 0.90 times the residential ad-valorem rate)
Farmland Ordinary	0.5	(i.e. half 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	\$648.00	0.238216
Business	\$648.00	0.643183
Farmland Intensive	\$648.00	0.214394
Farmland Ordinary	\$648.00	0.119108

The above base charge and ad-valorem includes the allowable increase in rate income approved by IPART of 1.80%.

5. Based on the above rating categories, the percentage of base amount to total yield for the 2016/17 financial year for each class of rate is:

Rate Category	% Base Amount
Residential	48.99%
Business	13.51%
Farmland Intensive	28.86%
Farmland Ordinary	23.51%

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 review (September) of the 2016/17 budget.

Domestic Waste Management Service Charges

The proposed 2016/17 Domestic Waste Service charges range from a base amount of \$125.40 for vacant properties to \$586.60 for 240 litre bins, reflecting an increase of 5.50% on 2015/16 charges. The most used service, the 120 litre urban service, will increase by \$17.70 per year (34c per week).

The increase is required to recover the cost of providing the service, future increases in disposal costs and funding Council's waste plant replacement program.



The complete list of bins available can be found in Council's Fees and Charges and will be recommended for adoption as the 2016/17 annual charges.

Stormwater Management Levy

Council has taken the approach that this levy should be used to fund the ongoing maintenance and cleaning costs of drainage infrastructure, and improve the quality of water flowing into our streams and rivers. It is proposed that there be no change to the Levy for the 2016/17 Program Budget.

1. Annual Charge for stormwater management services

The levy is to be charged as follows:

- a) For land categorised as residential - \$20;
- b) For residential Strata lots - \$10 (50% of the adopted charge as applied to residential properties);
- c) For land categorised as business - \$20 (per 700 square metres or part thereof, the business levy is capped at \$1,000);
- d) For business strata complexes - \$20 (per 700 square metres or part thereof; The cost is then divided on a pro-rata basis between the lots; the business strata levy is capped at \$1,000 for each individual parcel).

2. Exemptions from the Levy

The following exemptions apply to the Stormwater Management Levy:

- Land exempt from rating under the *Local Government Act 1993*;
- Vacant Land (as defined under the *Local Government (General) Amendment (Stormwater) Regulation 2006*);
- Land owned by the Dept. of Housing;
- Some land managed under the *Aboriginal Housing Act*.
- Pensioners (see below).

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.

3. Stormwater Management Levy Program of Works

The Stormwater Management Levy will generate approximately \$488,400 in the 2016/17 financial year. Council will need to adopt the program of works as part of this report. Further details of the works to be funded from the levy can be found in Council's Revenue Policy.

CONCLUSION

The 2013/14 - 2016/17 Revised Delivery Program and 2016/17 Operational Plan (budget) has been publicly exhibited for a period of 28 days from 25 May to 21 June 2016. Three submissions were received which were very supportive of projects within Council's priority community projects list.

The 2016/17 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 a focus on customer service.

Council continues to demonstrate prudent financial management by adopting a balanced budget position. 2016/17 will also be the last Operational Plan (budget) for which Council will require borrowings to part fund its annual road renewal program. This further supports IPART's assessment of Camden Council as being one (1) of only seven (7) Councils in the Sydney metropolitan area as 'fit for the future'.

With over 500 new residents per month, Council continues to respond to the needs of a rapidly growing community.

The 2013/14 - 2016/17 Revised Delivery Program and 2016/17 Operational Plan (budget) is recommended for adoption by Council.

RECOMMENDED

That Council:

- i. **adopt the 2013/14 - 2016/17 Revised Delivery Program, including the recommended changes contained within this report;**
- ii. **adopt the 2016/17 Operational Plan (Budget), Revenue Policy and Long-Term Financial Plan as set out below:**
 - **expenditure totalling \$333,538,400 as summarised in the 2016/17 Operational Plan and Program Budget and that the funds to cover such expenditure be voted;**
 - **the 2016/17 Fees and Charges;**
 - **the continuation of the Stormwater Management Levy as outlined in this report and program of works in the 2016/17 Operational Plan;**
 - **approve the following reserve transfers:**

Proposed Reserve Transfers	
Capital Works Reserve (transfer from reserve)	(\$1,306,300)
Asset Renewal Reserve (transfer from reserve)	(\$1,979,700)
Technology Improvements Reserve (transfer to reserve)	\$50,000
Risk Management Reserve (transfer from reserve)	(\$50,000)
Proposed Transfers from reserve (net)	(\$3,286,000)

- **approve the borrowing of \$1,000,000 to part fund Council's road renewal program;**
- **adopt a 1.80% rate increase under Section 506 of the *Local Government Act*, in accordance with the allowable increase announced by IPART;**
- **adopt the following ad-valorem rates to be levied on the land value of**



all rateable assessments for 2016/17 financial year:

Rate Category	
Residential	0.238216
Business	0.643183
Farmland Intensive	0.214394
Farmland Ordinary	0.119108

- in accordance with Section 537(b) of the *Local Government Act, 1993*, note the percentage of base amount to total yield for the 2016/17 financial year for each class of rate is:

Rate Category	
Residential	48.99%
Business	13.51%
Farmland Intensive	28.86%
Farmland Ordinary	23.51%

- adopt a base amount of \$648.00 to be levied for each rateable assessment for the 2016/17 financial year;
- adopt the rate permitted by the Minister for Local Government for the allowable interest rate on overdue rates of 8.00%;

iii. write to formally thank those who made a submission.

ATTACHMENTS

1. Submissions 2013/14 - 2016/17 Revised Delivery Program & Operational Plan (Budget)



ORDINARY COUNCIL

ORD07

SUBJECT: INVESTMENT MONIES - MAY 2016
FROM: Director Customer & Corporate Services
TRIM #: 16/173704

PURPOSE OF REPORT

In accordance with Part 9, Division 5, Clause 212 of the *Local Government (General) Regulation 2005*, a list of investments held by Council as at 31 May 2016 is provided.

MAIN REPORT

The weighted average return on all investments was 3.42% p.a. for the month of May 2016. The industry benchmark for this period was 2.30% (Ausbond Bank Bill Index).

It is 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.

The Responsible Accounting Officer is the Manager Finance & Corporate Planning.

Council's Investment Report is 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, Regulations, and Council's Investment Policy*;**
- ii. **note the list of investments for May 2016; and**
- iii. **note the weighted average interest rate return of 3.42% p.a. for the month of May 2016.**

ATTACHMENTS

1. Investment Report - May 2016



ORDINARY COUNCIL

ORD08

SUBJECT: DELIVERY PROGRAM SIX MONTH REPORT - JULY TO DECEMBER 2015
FROM: Director Customer & Corporate Services
TRIM #: 16/139080

PURPOSE OF REPORT

To consider Council's four-year Delivery Program for the period July to December 2015.

BACKGROUND

In accordance with the *Local Government Amendment (Planning and Reporting) Act 2009*, all Councils are required to undertake their planning and reporting activities using the Integrated Planning and Reporting (IPR) framework. The framework requires Councils to develop a suite of plans that reflect the vision and aspirations of their communities. The Plans include:

- **Community Strategic Plan (10+ Plan) – Camden 2040**
Camden 2040 stretches beyond the next ten years, identifying the community outcomes and strategies.
- **Resourcing Strategy**
The Strategy considers the asset, staff and financial resources necessary to deliver Camden 2040 over the first ten years of the plan. The Strategy incorporates:
 - Asset Management Strategy (including Plans);
 - Workforce Plan; and
 - Long Term Financial Plan.
- **Delivery Program (4 year) and Operational Plan (1 year)**
The Delivery Program shows how the community's aspirations, identified through community engagement and developed into objectives (community outcomes) in Camden 2040, have been translated into actions that will be undertaken by Council. The annual Operational Plan is the sub-set of the Delivery Program.

The framework also requires Councils to report their progress on the four-year Delivery Program. A copy of the July to December 2015 report is included as **Attachment 1** to this report.

MAIN REPORT

The four-year Delivery Program 2013/14 to 2016/17 was adopted in 2013. The sub-set Operational Plan (2015/2016) and associated budget was adopted in June 2015.

Council measures its Delivery Program's performance using indicators which provide a snapshot of Council's progress towards achieving Camden 2040. In the previous reporting period (January to June 2015), a number of indicators were identified as



'under review' and it was proposed that a separate report for Council will be prepared. This review process will commence at end of this year as part of the overall Camden 2040 and associated suite of documents review.

Council has introduced a new software system that provides a strong focus on performance tracking and transparency in reporting the progress on the Delivery Program. The implementation of this new system has delayed the process of the Delivery Program progress reporting for the July to December 2015. This is the first six monthly progress report generated using this system. Whilst the format of the report is different from what has been previously reported, the indicators remain in keeping with what has been presented to Council previously.

This report adheres to the IPR statutory reporting requirements and includes:

- Progress on the Delivery Program Indicators by Key Directions (previously the six month report was reported by Local Services);
- Delivery Program Outcomes that support the objectives as stated in Camden 2040.

Table 1 shows the revised rating scale of the indicators and Councils' Delivery Program's progress against the set target in the July to December 2015 reporting period.

Table 1

Rating Scale	Previous Description	New Description	No. of Indicators
	Target met or exceeded	On Track	75
	Progress made towards target	Monitor	24
	Requires attention	Off Track	4
	No data currently available	No Data Available	13
TOTAL			116

Attachment 1 to this report provides detailed information on the indicators and Council's progress towards achieving the outcomes in Camden 2040.

FINANCIAL IMPLICATIONS

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

CONCLUSION

Council has continued to make significant progress in achieving community outcomes and in meeting the commitments as stated in its Delivery Program, with 85% of indicators either 'on track' or 'monitor'. This is a good outcome when you consider that the 4 year Delivery Program does not finish until 30 June 2017.



RECOMMENDED

That Council note the report.

ATTACHMENTS

1. Six Month Delivery Program Progress Report July to December 2015 - 23 June 2016



ORDINARY COUNCIL

ORD09

SUBJECT: ACCEPTANCE OF FUNDING - NSW EPA COUNCIL LITTER PREVENTION GRANTS - FUNDING FOR CLEANER CAR PARKS AT SPORTING GROUNDS

FROM: Director Community Infrastructure

TRIM #: 16/163521

PURPOSE OF REPORT

To advise Council of the successful grant funding application for \$44,650 (excl GST) through the Round 3 NSW EPA Council Litter Prevention Grants by the NSW Environment Protection Authority (EPA), and to seek Council's endorsement to accept the funding.

BACKGROUND

The NSW Government through the NSW EPA provides funding to Councils to carry out litter prevention projects that reduce the volume of litter and target NSW's most littered hot spots.

MAIN REPORT

NSW EPA has advised Council that it will provide \$44,650 (excl GST) to fund the project for cleaner car parks at sporting grounds. The sites that the project will target (but not be limited to) are Jack Nash Reserve, Liquidamber Reserve, Harrington Park Reserve, Onslow Park and Kirkham Park through the implementation of:

- 'Hey Tossers' signage erected at car parks;
- Education / promotional material and partnerships with local sporting clubs;
- Investigation of more bins supplied in car park and park / reserve areas outside organised sporting use ;
- Investigation of re-positioning of existing bins;
- Gates for site restriction – opening and closing of gates to reduce incidents of inappropriate night time use.

The works will be undertaken over 11 months, commencing from 1 July 2016, and must be finished by May 2017.

FINANCIAL IMPLICATIONS

Council has been offered funding of \$44,650 (excl GST) from the NSW EPA to allow the implementation of an integrated litter prevention program.

In the request for funding it was identified that Council would provide in-kind contributions to the project, as part of normal operational costs. Council will conduct monitoring through litter checks, engage with sporting clubs for education / training purposes, provide labour and plant hire for new bin installations and provide staff hours for project management.

This in-kind contribution is valued at \$10,560.

CONCLUSION

Council has been successful in obtaining a grant from Round 3 of the NSW EPA Council Litter Prevention Grants to reduce the volume of litter in car parks at the sportsgrounds identified within this report.

It is requested that Council now accept the funding in the sum of \$44,650 (excl GST) to undertake this project.

RECOMMENDED

That Council:

- i. accept the funding of \$44,650 (excl GST) from the NSW Environment Protection Authority (EPA) and approve the inclusion of this project in the 2016/17 budget; and**
- ii. write to the State Member for Camden thanking him for his support towards this project.**



ORDINARY COUNCIL

ORD10

SUBJECT: CAMDEN TOWN FARM MASTER AND MANAGEMENT PLAN 2016
FROM: Director Community Infrastructure
TRIM #: 16/157099

PURPOSE OF REPORT

The purpose of this report is to provide Council with the outcome of the public exhibition period for the draft Camden Town Farm Master and Management Plan 2016.

BACKGROUND

The Camden Town Farm s 355 Committee (Committee) has undertaken a review of the Camden Town Farm Master Plan 2007. The revised Master and Management Plan 2016 aims to ensure that the vision of the Camden Town Farm is realised. The revised plan provides greater detail in maintaining the vision for the Town Farm whilst outlining the proposed future uses, which were endorsed unanimously by the Committee on 17 February 2016.

On the 12 April 2016, Council resolved to publicly exhibit the draft Camden Town Farm Master and Management Plan 2016.

The public exhibition period is now complete and the outcome is able to be reported.

MAIN REPORT

In accordance with Council's resolution, the Draft Camden Town Farm Master and Management Plan 2016 was exhibited for a period of 28 days and 8 submissions were received. A copy of the submissions is provided as a **Supporting Document** to this report.

Letters have been sent to the respondents thanking them for their submission.

From the submissions received, one was very supportive of the Plan and the proposed uses of the farm. The remaining seven raised some issues and questions and these were presented to the Committee for comment, as listed below.

Issue Raised

Concerns related to the private functions proposed for the Farm, and restrictions around their use.

Committee Comment

Private functions have been proposed for the Farm to enable the Farm to be self-sufficient and to enable ongoing maintenance and management to achieve the vision for the Farm. The income derived from functions and events held on the farm will be utilised to undertake maintenance and repairs of the heritage infrastructure located on the Farm. The Committee will ensure that clear parameters are set for the use of the



Farm for private functions so that the agricultural pursuits of the Farm are not impacted upon, nor the neighbouring properties unduly disturbed.

The uses proposed for the Farm in relation to private functions will require further Council approval via a Development Application.

Issue Raised

Safety in relation to parking.

Committee Comment

Council has imposed 'no stopping' restrictions and line marking in Exeter Street to address parking concerns.

Question Raised

Is the draft Plan in keeping with Miss Davies wishes?

Committee Comment

The draft Camden Town Farm Master and Management Plan 2016 has not changed the Vision for the Farm which was adopted as part of the 2007 Plan:

'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'

Whilst private events have been included in 2016 draft, the event holders are still considered Community members and the visitation and participation of these members will enable the long term sustainability of the Farm and the ability to maintain the heritage infrastructure contained within the farm.

Issue Raised

Security requirements for events.

Committee Comments

Criteria for the engagement of security are included on the booking forms.

Council officers have responded to the following questions and issues:

Question Raised

Does the previous change of land classification for the Farm site from community land to operational land mean that Council is intending on selling off a portion of the Farm site?

Officer Comment

To alleviate community concerns, on 26 November 2013 Council resolved:

"that the land comprising the Camden Town Farm never be sold and that any lease and/or licence entered into for a term exceeding five (5) years be subject to the public



notification and hearing requirements pursuant to Section 47A of the Local Government Act 1993.”

Issue Raised

A Committee should be put together, made up of Community members and appropriate Council officers, to ensure that the determination on whether Heritage works proposed for the Camden Town Farm can occur without a Development Application.

Officer Comment

Camden Council already has in place a s 355 Committee for the management of the Camden Town Farm. This Committee is comprised of a majority of Community representatives, along with Elected Members and Council Officers.

FINANCIAL IMPLICATIONS

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

CONCLUSION

The draft Camden Town Farm Master and Management Plan 2016 has been prepared by the Camden Town Farm s355 Committee and has been publically exhibited. Eight written responses have been received and issues raised have been addressed as part of this report.

The draft Master and Management Plan 2016 provides a strategic outline of the key elements of the Camden Town Farm, including the local heritage significance, potential development, functions, activities, their relationship and impacts as well as a clear vision and direction on the range of agricultural, livestock, community and tourism events that could be held at the Camden Town Farm.

Following public exhibition, it is now recommended that the draft Camden Town Farm Master and Management Plan 2016 be adopted.

RECOMMENDED

That Council:

- i. note the submissions received during the public exhibition period;**
- ii. adopt the Draft Camden Town Farm Master and Management Plan 2016; and**
- iii. acknowledge and thank the Camden Town Farm Committee for their development of the draft Camden Town Farm Master and Management Plan 2016.**

ATTACHMENTS

- 1. Submissions - Camden Town Farm Master and Management Plan 2016 -
*Supporting Document***



ORDINARY COUNCIL

ORD11

SUBJECT: NARELLAN SPORTS HUB
FROM: Director Community Infrastructure
TRIM #: 16/174604

PURPOSE OF REPORT

To recommend that following the detailed consultation with Camden Netball Association and Camden Little Athletics, an increased scope of works for Stage 1 of the Narellan Sports Hub and additional funding be endorsed to undertake these works.

BACKGROUND

On 14 October 2014, Council endorsed the Masterplan of the Narellan Sports Hub (NSH). This \$15 Million staged project will be delivered over a number of years with Stage 1 providing for the relocation of netball from Kirkham Park, car parking, playground and pathways. Further stages will include the relocation of athletics from Onslow Park and surrounding facilities to cater for a variety of other sports and additional informal recreational opportunities, making this a comprehensive sporting venue.

Initial discussions with representatives of Netball and Athletics took place to determine their requirements and future growth needs. With this brief, Council officers again met with Camden Netball Association and Camden Little Athletics to further develop the building footprint.

To support the concept development, members of Camden Netball Association, Council officers and Council's architect inspected the purpose built facility for netball within the Campbelltown LGA, located in Minto. This facility was identified by the association as a benchmark for the components that the Netball Association would like to see within the Narellan Sports Hub building. Camden Little Athletics also provided specific details for their needs which have been incorporated into the design.

This process has increased the building requirements from the original Masterplan of 725m² to approximately 1700m², construction of additional netball courts from 26 to 30 and delivery of an internal access road, connecting the new facility with the existing rugby league and hockey precinct.

MAIN REPORT

Draft plans for the amenities/clubrooms designed for the Narellan Sports Hub have incorporated the requirements identified by both Camden Netball Association and Camden Little Athletics, as the building will ultimately be a shared facility. To meet the needs and requirements of both codes, the proposed design is larger than first considered in the original Masterplan, will be a state of the art facility and built to accommodate future growth in the Camden Local Government Area. This new design has been endorsed and is supported by both netball and athletics.

As part of the expanded scope of works, it is also proposed to construct 30 new netball courts rather than the 26 originally planned, allowing for construction efficiencies due to



the site layout of these courts. The provision for this number of courts will further support Camden Netball Associations' ability to bid for State Title events.

In addition, linking the netball and athletics to the existing rugby league and hockey precinct via a new internal access road, will improve traffic circulation on the site and to the surrounding road network. This supports the need to incorporate this work within Stage 1 of the project.

The Narellan Sports Hub increased scope of works in Stage 1 will create a contemporary, highly active sporting precinct, meeting the growing needs of a number of sports and provide new recreational space for the growing Camden Community earlier than originally planned.

FINANCIAL IMPLICATIONS

The 2016/17 budget includes a funding package of \$7.7 million for Stage 1 works for the Narellan Sports Hub. Through the development of concept designs for a larger building footprint of approximately 1700m² and bringing forward the number of courts from 26 to 30, extending the access road to connect rugby league and hockey and improve traffic circulation, an increase of \$2.16 million is required to address the additional works for the Narellan Sports Hub Stage 1.

The following additional funding is available to Council:

Section 94 contribution: Narellan Creek Catchment	\$465,000
Section 94 contribution: Netball Courts	\$110,000
Capital Works Reserve	\$500,000
Savings from Council's Oran Park Administration Building	\$1,085,000
TOTAL	\$2,160,000

A review of the Central Administration Centre budget has identified savings that could be used to part fund the increase in scope of works at the Narellan Sports Hub. A complete budget reconciliation of the Central Administration Centre project budget will be provided at a future quarterly budget review.

Council has also submitted a Federal funding application for \$7.7 million for Stage 2 of the Narellan Sports Hub through the National Stronger Regions Grant – Round 3. The grant is expected to be announced in August 2016.

CONCLUSION

Plans for Stage 1 Narellan Sports Hub have incorporated the requirements of both Camden Netball Association and Camden Little Athletics, to create a contemporary precinct accommodating the growing need of sport and provide new and exciting recreational spaces for the growing Camden Community.

Detailed consultation with the relevant sporting codes, has identified an increased scope of works for Stage 1 of the Narellan Sports Hub project which has been developed and fully supported by the Camden Netball Association and Camden Little Athletics.

It is recommended, that Council approve the increased scope and budget, as outlined in the Financial Implications for Stage 1 of the Narellan Sports Hub.



RECOMMENDED

That Council:

- i. approve the increased scope of works for Narellan Sports Hub Stage 1 as outlined in this report;**
- ii. allocate the additional funding required to undertake these works as outlined in the financial implications of this report; and**
- iii. write to the Camden Netball Association and Camden Little Athletics advising them of Council's decision and thanking them for their input.**



ORDINARY COUNCIL

ORD12

SUBJECT: TENDER FOR CONSULTANCY SERVICES TO UNDERTAKE AN URBAN DESIGN FRAMEWORK FOR THE CAMDEN TOWN CENTRE

FROM: Director Planning & Environmental Services

TRIM #: 16/136934

PURPOSE OF REPORT

To provide details of the tenders received for consultancy services to prepare the urban design framework for the Camden town centre and to recommend that Council accept the tender submitted by McGregor Coxall Pty Ltd.

BACKGROUND

In April 2015, Council adopted the Camden Town Centre Vision (Vision). The intent of the Vision is to protect and strengthen the town centre's valued and distinct character whilst facilitating appropriate change and growth. The Vision is supported by a series of strategies and initiatives designed to drive the implementation and deliver the Vision for Camden.

The initiatives include the preparation of an urban design framework, including the preparation of urban design criteria for the town centre, which will inform a review of the Camden Town Centre Strategy 2008 and the relevant planning controls contained in the Camden LEP 2010 and DCP 2011.

The preparation of an urban design framework is closely related to other initiatives within the Vision, including:

- Prepare a public domain and streetscape plan;
- Prepare a place focused, performance based DCP;
- Investigate current planning controls;
- Undertake master planning for the John Street Precinct;
- Prepare a wayfinding and signage strategy;
- Commence detailed investigation for a new public square.

As these initiatives are integrated, they will be undertaken as part of the urban design framework project.

MAIN REPORT

The scope of works for the consultant's brief included:

- a. Document review;
- b. Preparation of urban design criteria for the Camden Town Centre;
- c. Review and update LEP and DCP controls;
- d. Preparation of a public domain and streetscape plan (incorporating adopted streetscape plan for Argyle Street);
- e. Update 2008 Camden Town Centre Strategy; and
- f. Preparation of a community engagement process.



Invitation to Tender

Expression of Interest (EOI)

In January 2016, expressions of interest were requested from companies to be pre-selected to tender for the preparation of an urban design framework for the Camden town centre.

The invitation was advertised on 18 and 25 January 2016 in the Sydney Morning Herald, 19 and 26 January 2016 in the local newspaper and the NSW e-tendering website. The EOI closed 5 February 2016.

A selection panel was established and seven companies were invited to tender.

Tender Submissions

Tenders were received from the seven selected companies listed below in alphabetical order:

- GHD Woodhead
- GM Urban Design & Architecture
- Group GSA Pty Ltd
- McGregor Coxall Pty Ltd
- Olsson & Associates
- Place Design Group Pty Ltd
- Scott Carver

An assessment of the tenders was undertaken in line with the Tender Evaluation Plan. A summary of the assessment is provided in **Supporting Documents** and is Commercial in Confidence.

Tender Evaluation

The intent of the tender was to engage a company, including sub-consultants, with proven capacity and experience in undertaking similar style projects as well as providing good value and a quality service to Council.

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%. Non-price factors included:

- Experience and capacity;
- Conformity with request for tender;
- Understanding of the project;
- Capacity to achieve the program;
- Methodology.

The tenderers were requested to provide a conceptual program for community engagement. The community engagement component of the tender was included as a non-price factor. Whilst an important aspect of the project, it was considered that a final engagement strategy could not be determined until the project methodology was finalised following the appointment of the successful tenderer.

McGregor Coxall Pty Ltd provided the most competitive tender in terms of price/non-price factors and meeting all requirements of Council's tender documentation.



Relevant Legislation

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

Critical Dates/Time Frames

McGregor Coxall Pty Ltd has tendered to complete the program within a 9 month timeframe.

FINANCIAL IMPLICATIONS

The tender price is partially funded from the 2015/16 budget (\$100,000) with the remaining funding from the draft 2016/17 budget.

CONCLUSION

McGregor Coxall Pty Ltd has provided a conforming tender. The tender assessment concludes that the submission by McGregor Coxall represents the best value to Council and the company has a proven track record of performance on projects of a similar nature.

RECOMMENDED

That Council:

- i. **accept the tender provided by McGregor Coxall Pty Ltd for the sum of \$136,220 (GST exclusive);**
- ii. **allocate \$35,000 for the community engagement component of the project; and**
- iii. **authorise the relevant documentation to be completed under Council's Power of Attorney, granted on 23 February 2016, Minute Number ORD 15/16.**

ATTACHMENTS

1. Supporting Document for Council Report June 2016.docx - *Supporting Document*



ORDINARY COUNCIL

ORD13

NOTICE OF MOTION

SUBJECT: NOTICE OF MOTION - ALLOCATION OF MONEY FROM WARD FUNDS TO BELGENNY RESERVE AMENITIES

FROM: Cr Symkowiak, Cr Copeland, Cr Sidgreaves

TRIM #: 16/174077

"We Councillors Symkowiak, Copeland and Sidgreaves, hereby give notice of our intention to move the following at the Council Meeting of 28 June 2016:

That Council allocate \$30,000 from Ward Funds for Belgenny Reserve Amenities for refurbishment of the kitchen and internal painting."

RECOMMENDED

That Council allocates \$30,000 from Ward Funds for Belgenny Reserve Amenities for refurbishment of the kitchen and internal painting.