



Camden Council

Business Paper

Ordinary Council Meeting
24 October 2017

Camden Council
Administration Centre
70 Central Avenue
Oran Park



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
DCP	Development Control Plan
DDCP	Draft Development Control Plan
DoPE	Department of Planning & Environment
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
OEH	Office of Environment & Heritage
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

General Manager
Ron Moore Mayor
Lara Symkowiak

Director Customer and Corporate
Strategy
David Reynolds
Manager Governance and Risk
Charles Weber
Chief Financial Officer
Paul Rofe
Director Sport Community
and Recreation
Sandra Kubecka

Director Planning and Environment
Nicole Magurren

Director Community Assets
Vince Capaldi

SEATING DIAGRAM

Camden Council Meeting

Councillor
Rob Mills

Councillor
Theresa Fedeli

Councillor
Peter Sidgreaves

Councillor
Michael Morrison

Councillor
Ashleigh Cagney

Councillor
Eva Campbell

Councillor
Paul Farrow

Councillor
Cindy Cagney

Media

Public Address

Public Seating





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 1993*, this meeting is being audio recorded by Council staff for minute taking purposes.

No other recording by a video camera, still camera or any other electronic device capable of recording speech, moving images or still images 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 1993*, 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 session in the Council Meeting provides an opportunity for people to speak publicly on any item on Council's Business Paper.

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

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

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

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

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

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

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

RECOMMENDED

That the public addresses be noted.



ORDINARY COUNCIL

SUBJECT: CONFIRMATION OF MINUTES

Confirm and adopt Minutes of the Ordinary Council Meeting held 10 October 2017.

RECOMMENDED

That the Minutes of the Ordinary Council Meeting held 10 October 2017, 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: ANNUAL FINANCIAL STATEMENTS - YEAR ENDING 30 JUNE 2017
FROM: Director Customer & Corporate Strategy
TRIM #: 17/310945

PURPOSE OF REPORT

The purpose of this report is to request Council to endorse the 2016/17 Financial Statements for submission to the Office of Local Government by 31 October, 2017.

BACKGROUND

In accordance with section 418 of the *Local Government Act 1993*, a copy of Council's Financial Statements has been made available to the public for inspection since 17 October 2017 at the Oran Park Customer Service Centre, Libraries and on Council's website. As required by section 418, public notice of tonight's meeting appeared in the Macarthur Chronicle on 17 October 2017.

Under section 420 of the *Local Government Act 1993*, "Any person may make submissions in writing to the Council with respect to the Council's audited Financial Statements or with respect to the auditor's report". Submissions must be in writing and received by Council before close of business 31 October 2017 (the Local Government Act allows seven (7) days for submissions after Council has considered the Financial Statements and auditor's report).

Any Submissions received are not considered by the Council they are forwarded to Council's external auditor for comment. The auditor will advise Council if as a result of the submission the audit opinion should change and/or the Financial Statements adjusted. Any change to the Financial Statements requires a new resolution of the Council.

A copy of the Draft Financial Statements is an attachment to this report.

MAIN REPORT

The audit of Council's Financial Statements was completed by the Audit Office of NSW and PricewaterhouseCoopers (PWC) on 6 October, 2017.

PWC will attend tonight's Council meeting to present the audit report and address Council on its financial performance for the 2016/17 Financial Year.

Business Assurance and Risk Committee

Council's Business Assurance and Risk Committee met on Thursday 12 October 2017 to review and provide an independent assessment of the 2016/17 Financial Statements. The meeting included a presentation to the committee by Council's external auditor (PWC) on the conduct of the 2016/17 audit.

The committee resolved the following, noting that Special Schedules 1-7 are not audited:



That the Business Assurance and Risk Committee adopt the following recommendations:

- i. note the Client Service Report;
- ii. endorse the General Purpose Financial Statements for the year ended 30 June 2017 for submission to Council for adoption subject to minor corrections or disclosure improvements advised separately to the Chief Financial Officer;
- iii. endorse the Special Purpose Financial Statements for the year ended 30 June 2017 for submission to Council for adoption;
- iv. endorse Special Schedules 1-8 for the year ended 30 June 2017 for submission to Council for adoption.

The minutes to this meeting are provided as a separate report in tonight's business paper.

All minor corrections or disclosure improvements recommended by the Business Assurance and Risk committee have been made to the draft Financial Statements as attached to this report.

The Committee acknowledged the high standard of the package of Financial Statements and a job well done as the Committee did not have any concerns with the content of the statements.

CONCLUSION

The audit of the 2016/17 Financial Statements has been completed and Council has been advised that it will be receiving an unqualified audit report.

Council's independent Business Assurance and Risk Committee have endorsed the Statements which provide Council with the confidence of their integrity and compliance with the Local Government Act and Code of Accounting Practice and Financial Reporting.

Subject to Council considering the presentation by PWC at tonight's meeting, Council's Financial Statements can be considered for adoption and forwarded to the Office of Local Government.

RECOMMENDED

That Council:

- i. resolve that a representative from Council's external Auditors, PricewaterhouseCoopers (PWC), address Council on the Financial Statements and financial performance for the year ending 30 June 2017; and**
- ii. adopt and sign the Financial Statements for the Financial Year ending 30 June 2017.**

ATTACHMENTS

1. Camden Council Financial Statements



ORDINARY COUNCIL

ORD02

SUBJECT: RESULT AGAINST BUDGET AND REVOTES FOR YEAR ENDING 30 JUNE 2017

FROM: Director Customer & Corporate Strategy

TRIM #: 17/262259

PURPOSE OF REPORT

The purpose of this report is to inform Council of the budget result for the year ending 30 June 2017 in accordance with Part 9, Division 3, Clause 203 of the *Local Government (General) Regulation 2005*.

SUMMARY OF BUDGET POSITION

In adopting the March Review of the 2016/17 Budget, Council approved a balanced budget position.

A review of the budget as at 30 June 2017 has identified a surplus for the 2016/17 financial year of \$1,409,590. The surplus is predominately a result of increased rates income, increased development income, workers compensation savings, street lighting savings and a range of operational savings across Council's expenditure budgets. The surplus represents 1.14% of Council's original cash budget.

ALLOCATION OF THE 2016/17 BUDGET RESULT SURPLUS

As part of approving the 2016/17 Year-end Budget Result, it is recommended that Council approve the following transfers:

Budget Surplus Allocation		
Budget Surplus Available for Allocation		\$1,409,590
Capital Works Reserve - Transfer to Reserve	\$1,065,056	
Asset Renewal Reserve - Transfer to Reserve	\$230,000	
Technology Improvements Reserve – Transfer to Reserve	\$114,534	
Total - Allocation of Budget Surplus		\$1,409,590
2016/17 Balanced Budget Position		\$0

Upon transferring the above amounts to reserve, Council will have a balanced budget position as at 30 June 2017.



CURRENT RESERVE BALANCES & PROGRAMS

Capital Works Reserve

The Capital Works Reserve is predominately used to fund emergency or priority capital works or to match grant funding as part of a capital grant funding agreement.

Upon including the proposed transfer of \$1,065,056 from the year-end result the projected balance available (uncommitted) in the Capital Works Reserve is \$1,300,000.

Capital Works Reserve	
Reserve Balance as at 30 June 2016	\$4,020,700
Add: Quarterly Budget Surplus Transfers	\$7,332,300
Add: Proposed Year End Budget Surplus Transfer	\$1,065,056
Proposed Balance of Reserve	\$12,418,056
Committed Funds Held in Reserve	
Less: 2016/17 Revoted projects	(\$1,098,400)
Less: Projects approved in 2015/16 for the 2016/17 Budget	(\$2,806,356)
Less: Macaria Building Works (Art Gallery) Council Resolution - 164/16 - 26/7/16	(\$500,000)
Less: Animal Care Facility. Council Resolution - 188/16 - 9/9/16	(\$250,000)
Less: Miss Llewella Davies pioneers walkway – Council Resolution – 262/16 - 22/11/16	(\$191,300)
Less: Transfer Funding for 2016/17 March Quarterly Budget Review	(\$142,000)
Total Allocated in 2016/17	(\$4,988,056)
Cash Balance at 30 June 2017	\$7,430,000
Less: Adopted 2017/18 Capital Works Program Funding	(\$3,060,000)
Less: Adopted 2018/19 Capital Works Program Funding	(\$3,050,000)
Less: Council contribution towards the 2018/19 Active Transport Program. Council Resolution – 219/17 - 26/9/17	(\$20,000)
Uncommitted Balance – Capital Works Reserve	\$1,300,000

Council has the discretion to allocate these funds to future capital projects including those projects unable to be funded as part of the 2017/18 Operational Plan (budget) process.

Asset Renewal Reserve

Council approved the creation of the Asset Renewal Reserve as part of adopting the Revised 2013/14 – 2016/17 Delivery Program.

Upon including the proposed transfer of \$230,000 from the year-end result the projected balance available (uncommitted) in the Asset Renewal Reserve is \$260,000.



Asset Renewal Reserve	
Reserve Balance as at 30 June 2016	\$2,514,300
Add: Quarterly Budget Surplus Transfers	\$954,000
Add: Proposed Year End Budget surplus Transfer	\$230,000
Proposed Reserve Balance	\$3,698,300
Committed Funds Held in Reserve	
Less: 2016/17 Revoted projects	(\$549,800)
Less: 2016/17 Budget allocations (i.e. Funding towards Priority Community Projects) Council Resolution - 138/16 - 28/06/16	(\$1,918,500)
Less: Transfer Funding for 2016/17 March Quarterly Budget Review	(\$408,000)
Total Allocated in 2016/17	(\$2,876,300)
Cash Balance at 30 June 2017	\$822,000
Add: LIRS Interest Savings Transfer (2017/18 to 2020/21)	\$188,000
Less: Adopted 2017/18 Capital Works Program Funding	(\$750,000)
Uncommitted Balance – Asset Renewal Reserve	\$260,000

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

Technology Improvements Reserve

Council approved the creation of the Technology Improvements Reserve as part of adoption of the 2013/14 – 2016/17 Delivery Program.

Upon including the proposed transfer of \$114,534 from the year-end result the projected balance available (uncommitted) in the Technology Improvements Reserve is \$362,643.

Funds from this reserve are used to improve technology to enable better service provision, upgrading technology and to provide new and improved online forms of communication and information to our residents. The funds also assist with the implementation of Council's adopted IT Strategy which is co-ordinated through Council's IT Steering committee.

Stormwater Management Works Program

The purpose of the Stormwater Management Program is to educate and promote awareness of stormwater pollution in the community, ensure a better flow of stormwater through the LGA and to improve the quality of water flowing into our streams and rivers.

The total allocation towards stormwater management expenditure for 2016/17 was \$1,221,806. As at 30 June 2017, \$1,080,757 (88%) had been spent, leaving a remaining balance of \$141,049. Of this balance \$43,766 has been identified as revotes, the balance of \$97,283 is savings, and as a result will be transferred back to the Stormwater Management Reserve as part of adopting the 2016/17 year end budget review.



Community Infrastructure Renewal Program (LIRS Round 2) (Six Year Program)

The six year \$6.3 million Community Infrastructure Renewal Program is funded by a combination of internal reserves (\$1.5 million), a special rate variation of 1.10% including interest (\$2.8 million) and loan borrowings via the Loan Infrastructure Renewal Scheme (\$2 million). The 2016/17 financial year was the fourth year of this program.

The total programmed expenditure for the first four years of the Community Infrastructure Renewal Program was \$4.3 million. As at 30 June 2017, \$3.73 million (86%) of the identified works program has been completed.

It should be noted that Council will realise loan interest savings of over \$700,000 through rounds two and three of the LIRS scheme.

MAIN REPORT- RESULTS AGAINST BUDGET 30 June 2017

Further information and explanation of the surplus for 2016/17 is detailed below:

MAJOR VARIATIONS TO BUDGET

Variations between the adoption of the March Review for 2016/17 and the final budget result for 2016/17 led to a surplus of \$1,409,590. A list of the variations (greater than \$15,000) is provided in the following table. Brief explanations follow the table.

RESULT AGAINST BUDGET - YEAR ENDING 30 JUNE 2017 SIGNIFICANT VARIATIONS	Budget Impact Increase / (Decrease)
INCOME ADJUSTMENTS	
Note: Increase in income is an increase to the budget	
Shortfall in income is a decrease to the budget	
1. Loan Borrowings Income Decrease	(\$650,000)
2. Development Fees & Charges Income Increase	\$384,938
3. Corporate Management Rates Income Increase	\$166,201
4. Rental/Lease Property Income Decrease	(\$99,285)
5. Interest on Investments Income Increase	\$97,669
6. Civic Centre Income Increase	\$81,511
7. Regulatory Compliance Income Increase	\$62,405
8. Commercial Waste Income Increase	\$33,138
9. Section 149 Certificate Income Increase	\$21,151
10. Section 603 Certificate Income Increase	\$18,084
Variations under \$15,000 - various increases (net)	\$27,952
Sub Total - Income Adjustments	\$143,764
EXPENDITURE ADJUSTMENTS	
Note: Increase in expenditure is a decrease to the budget	
Savings in expenditure is an increase to the budget	



RESULT AGAINST BUDGET - YEAR ENDING 30 JUNE 2017 SIGNIFICANT VARIATIONS	Budget Impact Increase / (Decrease)
11. Transfer to Working Funds Reserve Expense Increase	(\$500,000)
12. Workers Compensation Premium Expense Savings	\$331,217
13. Street Lighting Expense Savings	\$196,312
14. Information Technology Expense Savings	\$181,169
15. Corporate Salaries Staff Expense Savings	\$177,664
16. Statutory Planning Operational Expense Savings	\$100,103
17. Development Certification Operational Expense Savings	\$96,432
18. Fleet Management Expense Savings	\$75,278
19. Road Reconstruction Program Expense Savings	\$74,270
20. Leisure Centre and Swimming Pool Expense Savings	\$73,122
21. Strategic Planning Operational Expense Savings	\$71,033
22. Asset Planning Operational Expense Savings	\$67,548
23. Library Operational Expense Savings	\$65,156
24. Storm Damage Expense Increase	(\$46,319)
25. Employee Services - Traineeship Program Savings	\$42,025
26. State Emergency Services Operations Savings	\$41,464
27. Parks & Reserves Maintenance Expense Increase	(\$39,473)
28. Communication and Events Expense Increase	(\$35,724)
29. Rural Fire Services Operations Savings	\$35,532
30. Development Compliance Operational Expense Savings	\$32,430
31. Road Maintenance Expense Savings	\$29,660
32. Risk Management - Insurance Premiums Savings	\$28,430
33. Election Expense Increase	(\$23,340)
34. Community Donations and Subsidies Expense Savings	\$21,297
35. Public Trees Maintenance Expense Increase	(\$17,343)
Variations under \$15,000 - Various Expense Savings (net)	\$187,883
Sub Total - Expenditure Adjustments	\$1,265,826
TOTAL - PROPOSED VARIATIONS TO BUDGET	\$1,409,590

1. Loan Borrowings Income – Decrease in Income of \$650,000

Council approved a debt reduction strategy, which has gradually reduced the reliance on recurrent loan borrowings to part-fund Council's road reconstruction program. The last year of borrowing funds for recurrent purposes was as part of the 2016/17 budget with \$1 million to be borrowed. A review of the 2016/17 budget identified that the \$1 million was not required to be borrowed. The March Quarterly Budget Review funded \$350,000 and the balance of \$650,000 is funded at year-end review. As a result of not borrowing Council has realised interest savings of approximately \$325,000 over the life of the proposed 2016/17 loan.

2. Development Fees & Charges – Increase in Income of \$384,938

Development income has exceeded budget expectations for the fourth quarter of 2016/17. Council has received a number of Development Applications of high value this quarter predominately a result of development activity in the Leppington release area. The level of income received from development activity is primarily dependent on the receipt of applications from developers, and as such is somewhat difficult to project given the unprecedented growth Council is experiencing.

3. Corporate Management Rates Income – Increase in Income of \$166,201

Supplementary rate income is received upon the re-zoning or subdivision of land. It is additional rate income to the amount levied at the beginning of the financial year. The increase in rate income realised during the fourth quarter of 2016/17 is primarily due to new lots created through subdivisions in the Spring Farm, Oran Park, Gregory Hills and Leppington land release areas.

4. Rental/lease Property Income – Decrease in Income of \$99,285

Lease negotiations during 2016/17 took longer than anticipated and renovation works had a delayed commencement; this reduced the expected rentals for 2016/17. Council will be receiving over \$800,000 in additional income per annum once all conditions of the leases are met.

5. Interest on Investments Income – Increase in Income of \$97,669

The performance of Council's investment portfolio has exceeded budget expectations. The primary reason for this is Council's investment portfolio being higher than originally budgeted.

6. Civic Centre Income – Increase in Income of \$81,511

Additional income has been realised within the Civic Centre operations in 2016/17 than anticipated. This is primarily a result of an increase in the utilisation of the facility.

7. Regulatory Compliance Income – Increase in Income of \$62,405

Income realised for building site compliance was higher than anticipated predominately due to growth.

8. Commercial Waste Income – Increase in Income of \$33,138

Actual income for Council's commercial three bin service and commercial garbage service (1100 litre bin) for 2016/17 has been in higher demand than anticipated predominately relating to growth in the sector.

9. Section 149 Certificate Income – Increase in Income of \$21,151

Additional income has been realised for Section 149 Certificates primarily a result of growth through continued development within the LGA.

10. Section 603 Certificate Income – Increase in Income of \$18,084

Additional income has been realised for Section 603 Certificates primarily a result of growth through continued development within the LGA.

11. Transfer to Working Funds Reserve – Increase in Expense of \$500,000

As part of the adoption of the 2017/18 – 2020/21 Delivery Program Council resolved to use future funding from quarterly budget reviews as a funding source for the major projects to be delivered in the 2017/18 – 2020/21 Delivery Program. It was estimated that \$500,000 could be funded from each quarterly budget review from September 2017 to March 2021. This would provide up to \$7.5 million in funding.



The funding required from quarterly budget reviews over the next four years is a conservative \$5.7 million, which provides a contingency should a budget review not realise \$500,000 over the nominated period. It is proposed to transfer \$500,000 from the 2016/17 year-end result to the Working Funds Reserve for this purpose; the allocation will mean Council is one quarterly budget review ahead of the proposed funding program.

12. Workers Compensation Premium Expense – Decrease in Expense \$331,217

Council's decreasing premium is predominately a result of proactive claims management. As a result of consistent performance this budget was reduced as part of considering the 2017/18 budget. This provided Council with additional funds for allocation in 2017/18.

13. Street Lighting Expense – Decrease in Expense of \$196,312

The street lighting charges allocation relates to the maintenance and electricity cost of public lighting throughout the LGA. Savings against budget were realised as a result of the timing of installation of new lights in growth areas, decisions of the Australian Energy Regulator to cap maintenance costs increases, the increasing use of energy efficient lighting, and improved outcomes through competitive sourcing of electricity supply.

14. Information Technology Expense – Decrease in Expense of \$181,169

Information Technology hardware costs, software upgrade costs and Backup & Disaster Recovery costs, licences, consumables and consultancy costs were lower than anticipated for 2016/17, thus resulting in savings. Part of this saving is proposed to be transferred to Council's IT reserve to further support the implementation of Council's IT Strategic Plan.

15. Corporate Salaries Staff Expense – Decrease in Expense of \$177,664

Savings have been identified as a result of vacancies within Council's existing staff structure. Recruitment has commenced for a number of positions and they are expected to be filled during the 2017/18 financial year. It is expected that upon the resignation of an employee that there will be lag time between resignation and the appointment of the new employee. This is a minor variation of 0.5% compared to budget.

16. Statutory Planning Operational Expense – Decrease in Expense of \$100,103

Savings in Statutory Planning resulted primarily due to a reduction in legal expenses and the establishment of an Urban Design Panel later than first anticipated.

17. Development Certification Operational Expense – Decrease in Expense of \$96,432

Council is required to seek legal advice on a range of planning and development matters. Legal costs for 2016/17 were below budget.

18. Fleet Management Expense – Decrease in Expense of \$75,278

The operating costs for Council's fleet were below budget expectations for 2016/17. This is primarily a result of staff vacancies during the year for positions with leaseback vehicles. Council budgets for a full complement of staff, turnover is an expected part of managing a large organisation.

19. Road Reconstruction Program Expense – Decrease in Expense of \$74,270

Council completed several road reconstructions during 2016/17. Savings were able to be achieved at these locations due to the use of recycled pavement materials resulting in a reduction in material disposal fees.



20. Leisure Centre and Swimming Pool Expense – Decrease in Expense of \$73,122

The operating cost for Mt Annan Leisure Centre and Camden Swimming Pool were below budget expectation for 2016/17. This is primarily a result of savings on electricity and insurance costs.

21. Strategic Planning Operational Expense – Decrease in Expense of \$71,033

Savings have been realised within Strategic Planning area during 2016/17. These savings are primarily a result of a reduction in expected expenditure on external consultants, studies and reviews of the Camden Local Environment Plan and Development Control Plan.

22. Assets Planning Operational Expense – Decrease in expense of \$67,548

This budget is to assist the asset management section with resourcing, to ensure Council meets its statutory reporting responsibilities for year-end. Council was able to complete the majority of this work in-house which realised savings.

23. Library Operational Expense – Decrease in Expense of \$65,156

Savings have been achieved on various operating expenses including photocopier, telecommunication and systems and maintenance support.

24. Storm Damage Expense – Increase in Expense of \$46,319

The tree operation service for storm damage response is above budget. This is due to higher than expected requests under the dangerous tree category, which considers potentially dangerous trees from a safety risk perspective.

25. Employee Services Traineeship Program – Decrease in Expense of \$42,025

Council employed 18 trainees and apprentices throughout the organisation in 2016/17. The timing between each trainee's completion and the recruitment of each new position has resulted in savings to the budget.

26. State Emergency Services Operations – Decrease in Expense of \$41,464

The savings consists of a reimbursement of operational costs relating to the SES building and fleet maintenance costs for 2016/17 which is payable under the agreement with State Emergency Services Sydney Southern Region. In addition, savings on the plant and vehicle maintenance expenditure budget was realised as these have been transferred to SES.

27. Parks & Reserves Maintenance Expense – Increase in Expense of \$39,473

Council's open space maintenance budget was approximately \$6.4 million in 2016/2017. A minor variation of 0.6% to budget for maintenance costs were realised this year. The variation related to an increase in the transfer of projected maintenance as a result of new subdivisions in areas such as Gregory Hills and Gledswood Hills. The additional expenditure related to mowing and landscape maintenance requirements.

28. Communication and Events Expense – Increase in Expense of \$35,724

This increase is due to variations in several expenditure items across the year required to meet Council's commitment to continually engage and communicate with the community and increases to a range of events to respond to a growing community's expectations.



29. Rural Fire Services Operations – Decrease in Expense of \$35,532

Savings have been realised within the Rural Fire Services budget primarily as a result of less than expected vehicle maintenance during 2016/17.

30. Development Compliance Operational Expense – Decrease in Expense of \$32,430

Savings in the Development Compliance operational budget were primarily a result of less legal expenses than expected.

31. Road Maintenance Expense – Decrease in Expense of \$29,660

Council achieved savings due to effective management of the roads maintenance program within budget. This savings represent a minor variation of less than 1% of the total roads maintenance budget.

32. Risk Management - Insurance Premiums – Decrease in Expense of \$28,430

Savings in the public liability and property insurance premiums for the year were realised through Council's better claims management throughout the year.

33. Election Expense – Increase in Expense of \$23,340

Council budgets each cycle for this expense based on information provided by the electrical commission. The 2016 Camden Local Government Area election expenses were greater than first estimated by the electoral commission.

34. Community Donations and Subsidies Expense – Decrease in Expense of \$21,297

Council's budget allocations for subsidies and donations to the community during the year includes hall subsidies for concerts, gifted persons assistance, community small grants, performing arts and the Camden Art Show. The claims for assistance under this program were less than expected for the year.

35. Public Trees Maintenance Expense – Increase in Expense of \$17,343

The public tree maintenance expenditure for the year has been higher than anticipated. This is due to an increase in community requests and subsequent inspections identifying additional maintenance required to address canopy reduction, crown lifting, heavy pruning and in some instances tree removal for safety reasons.

MOUNT ANNAN LEISURE CENTRE & CAMDEN MEMORIAL POOL

Mount Annan Leisure Centre

The agreed budget position between Council and the YMCA for the Mount Annan Leisure Centre for 2016/17 was a projected surplus of \$110,000. The final actual 'operating' surplus for the centre was \$189,668, an increase in the projected surplus of \$79,668.

In accordance with the risk/reward sharing provisions within the operating contract for the Leisure Centre, Council is required to share 50% of any financial improvement against the agreed budget position. Under the agreement, the YMCA is required to invest their share back into the community through either incentive programs or capital purchases at the centre. However in 2016/17, this arrangement was suspended due to the construction works being undertaken at the Centre. Council is not required to share the 2016/17 surplus with the YMCA.



Camden Memorial Pool

The agreed budget position between Council and the YMCA for the Camden Memorial Pool for 2016/17 was a projected deficit of \$215,000. The final actual 'operating' deficit for the centre was \$179,262, a decrease in the projected deficit of \$35,738.

In accordance with the risk/reward sharing provisions within the operating contract for the Camden Memorial Pool, Council is required to share 50% of any financial improvement against the agreed budget position. Council is required to pay the contractor \$17,869 (rounded). Under the current agreement, the YMCA is required to invest their share back into the community through either incentive programs or capital purchases at the centre.

POOL STATISTICS – 2016/17	MALC	Camden Pool
Total Attendance	275,768	49,715
Total Income	\$3,573,269	\$326,732
Total Expenses	\$3,383,601	\$505,994
Actual Surplus / (Deficit)	\$189,668	(\$179,262)
Adopted Budget Surplus / (Deficit)	\$110,000	(\$215,000)
Budget Variation	\$79,668	(\$35,738)
Profit Share - 50% Surplus /(Deficit)	N/A	(\$17,869)
Income per Attendance	\$12.95	\$6.57
Expense per Attendance	\$12.26	\$10.17
Operating Surplus/(Subsidy) per Attendance	\$0.69	(\$3.60)

CONTRA ADJUSTMENTS

These adjustments relate to movements of income and expenditure within Council's adopted budget. The adjustments have no impact on Council's projected budget result as both movements of income and expenditure are of equal value.

During this quarter (1 April 2017 to 30 June 2017), a number of contra adjustments have taken place amounting to a total of \$10,989,943 (an increase in both income and expenditure). A detailed list of these adjustments has been **included as an attachment to this report.**

EXPENDITURE REVOTES

Each year Council adopts its Operational Plan (budget). The Operational Plan is for the period July to June (Financial Year). At the end of the financial year Council's approval of expenditure for any projects that have not yet commenced lapses. As a result, Council is required under the Local Government Act to pass a resolution to include those projects in the new year's budget. The projects (expenditure) included in the new year's budget are referred to as re-votes.

Projects that are not yet completed but have commenced (works in progress) are not required to be re-voted by the Council, they are automatically included in the new year's Operational Plan (budget). Below is a summary table of the revotes and works in progress, a more detailed summary of the revotes is an **attachment to this report.**



EXPENDITURE REVOTES & WORKS IN PROGRESS (SOURCE OF FUNDS)	Works Not Commenced (Revotes)	Works in Progress (Carry Forward)	Total
Section 94 Contributions	\$2,104,300	\$10,192,879	\$12,297,179
External Grant Funding	\$2,158,000	\$6,967,576	\$9,125,576
Internal Reserves	\$769,200	\$6,780,497	\$7,549,697
Waste Management	\$0	\$2,330,000	\$2,330,000
General Revenue (i.e. Council Funds)	\$231,700	\$4,236,223	\$4,467,923
Other Sources	\$836,000	\$917,023	\$1,753,023
TOTAL	\$6,099,200	\$31,424,198	\$37,523,398

It should be noted that the general fund component of the revotes and works in progress (\$4,467,923) is transferred to Council's revotes reserve to ensure enough funds are available for those projects in the new year, all other funding sources are already held in a Council reserve.

Internal Borrowings

Council borrowed \$3 million from its internal reserves to part fund the new Central Administration Building. To date Council has repaid \$1.7 million and \$700,000 of the borrowing will not be repaid as the funds are no longer required in the nominated reserve (Resolution - 129/17 - 27/06/2017). The remaining balance of \$600,000 will be repaid in 2020/21 as adopted in Council's long-term financial plan.

SUMMARY OF YEAR END RESULTS AGAINST BUDGET

The following table is a summary of budget adjustments up to 30 June 2017.

SUMMARY OF BUDGET ADJUSTMENTS	Expenditure Increase / (Decrease)	Income Increase / (Decrease)	Budget Impact Increase / (Decrease)
2016/17 Carried Forward Working Funds Balance			\$1,000,000
2016/17 Adopted Budget Position			\$0
LESS: Minimum Desired Level of Working Funds			(\$1,000,000)
Total Available Working Funds 01/07/2016			\$0
2016/17 September Review Adjustments	\$3,239,460	\$3,239,460	\$0
2016/17 December Review Adjustments	\$5,120,422	\$5,120,422	\$0
2016/17 March Review Adjustments	\$3,903,699	\$3,903,699	\$0
Total Available Working Funds as at 31/03/2017			\$0
2016/17 June Review Adjustments			
Significant Variations	(\$1,265,826)	\$143,764	\$1,409,590
Contra Adjustments	\$10,989,943	\$10,989,943	\$0
Budget Revotes (works in progress)	(31,424,198)	(\$31,424,198)	\$0



SUMMARY OF BUDGET ADJUSTMENTS	Expenditure Increase / (Decrease)	Income Increase / (Decrease)	Budget Impact Increase / (Decrease)
Budget Revotes (works not commenced)	(\$6,099,200)	(\$6,099,200)	\$0
Total - June Review Adjustments	(\$27,799,281)	(\$26,389,691)	\$1,409,590
TOTAL AVAILABLE WORKING FUNDS as at 30 June 2017 (Uncommitted Cash)			\$1,409,590

STATEMENT BY RESPONSIBLE ACCOUNTING OFFICER

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

It is my opinion that the year-end Budget Result for Camden Council for the period ending 30 June 2017 indicates that Council's projected financial position is satisfactory. No remedial actions are required based on the financial position presented within this report.

CONCLUSION

The 2016/17 year-end budget result is an excellent outcome. It confirms Council's commitment to prudent financial management with material budget savings being realised. Council is in a sound financial position and now has the opportunity to transfer savings to reserve for future consideration by Council. Council has completed its recurrent loan reduction program one year ahead of schedule saving approximately \$325,000.

RECOMMENDED

That Council:

- i. **adopt the budget variations within this report, and the revote of projects totalling \$6,099,200 as identified within the attachment to this report, and approve the inclusion of these projects in the 2017/18 Budget;**
- ii. **approve the following transfers to reserve, as identified in the table below;**

BUDGET SURPLUS ALLOCATION		
Budget Surplus Available for Allocation		\$1,409,590
Capital Works Reserve - Transfer to Reserve	\$1,065,056	
Asset Renewal Reserve - Transfer to Reserve	\$230,000	
Technology Improvements Reserve – Transfer to Reserve	\$114,534	
Total - Allocation of Budget Surplus		\$1,409,590
2016/17 Balanced Budget Position		\$0



-
- iii. **approve the transfer of project savings of \$97,283 back to the Stormwater Management Program reserve as outlined in this report.**
 - iv. **approve the transfer of \$4,467,923 to the revotes reserve, representing the General Fund portion of the revotes and works in progress program.**

ATTACHMENTS

1. 2016-17 June Review - Budget Appendix
2. Expenditure Revotes Carried Forwards into 2017-18 Budget



ORDINARY COUNCIL

ORD03

SUBJECT: RATES AND CHARGES AND LEVIES WRITTEN OFF 2016/2017
FROM: Director Customer & Corporate Strategy
BINDER: 17/264447

PURPOSE OF REPORT

The purpose of this report is to advise Council of the 2016/2017 Rates and Charges to be written-off as permitted under the *Local Government Act 1993*.

BACKGROUND

The Local Government (General) Regulation 2005 (Clause 131) requires the General Manager to advise Council of all Rates and Charges to be written off in the previous financial year.

MAIN REPORT

The amounts proposed in respect of the 2016/2017 financial year are set out below and discussed.

1. Postponed Rates – (\$9,776.14)

An owner of rural land or land used as a principal dwelling where the land is not being used for the purpose for which it is zoned, may apply to Council for postponed rates.

The rating of land is on the basis of use, not zoning.

The Valuer General approves and provides Council with a discounted land value to calculate the rates payable on these properties. The amount discounted is referred to as postponed rates.

Under Section 595 of the Local Government Act on the sixth year the first year's postponed rates and interest are to be written off. Upon sale of the property the amount postponed (up to five years) is payable.

There are currently 10 properties which qualify for postponed rates within the Camden LGA. The total amount of postponed rates and charges as at 30 June 2017 is \$58,421.40.

The postponed amounts written off for the 2016/2017 rating year are as follows:

Rates written off from 2012/2013	\$7,072.25
Interest written off from 2012/2013	<u>\$2,703.89</u>
Total	<u>\$9,776.14</u>



2. Pension Rebates – (\$735,786.73)

Section 583 of the Local Government Act requires Council to write off amounts of Rates, Charges and Interest reduced or waived under Division 1 of Part 8 of Chapter 15 of the Act (concessions for pensioners). The pensioner rebate is currently \$250 per assessment; it has not changed since 1989.

Rates to be written off for 2016/2017 relating to pension rebates - **\$735,786.73 (100%)**.

Council is entitled to claim 55% (\$404,682.70) of the total rebates from the Office of Local Government. The remaining 45% (\$331,104.03) is a cost to Council's budget which is allowed for as part of the budget process each year.

3. Accrued Interest and miscellaneous amounts – (\$4,071.54)

Section 567 of the Local Government Act allows Council to write off accrued interest on amounts that would be uneconomical to recover.

- Amounts written off under \$3.00 - **\$2,301.81**.
- Pension interest written off in accordance with Pension Policy 5.34 - **\$1,029.69**.

Section 607 of the Local Government Act allows Council to write off rates and charges and interest where there is a correction to a rate assessment and as a result the amount becomes unrecoverable.

- Rates and charges not recoverable - **\$740.04**.

FINANCIAL IMPLICATIONS

In accordance with the relevant sections of the Local Government Act, the total amount to be written off in the 2016/2017 financial year is \$749,634.41. The majority of the amount to be written off pertains to pensioner rebates, 55% of which is recovered from the Office of Local Government.

The amount to be written off each financial year is considered as part of the annual budget process and is reviewed at each quarterly budget review. Adjustments which arise as a result of exemptions or write-offs are included within budget projections to minimise the impact they may have on Council's budget position.

CONCLUSION

The General Manager has a statutory obligation to advise the Council of all Rates and Charges that are to be written off; the adoption of this report means that Council has complied with the requirements of the Local Government Act and the Local Government (General) Regulation 2005 (Clause 131).

RECOMMENDED

That Council note and write-off rates, charges and levies outlined in this report totalling \$749,634.41 for the 2016/2017 financial year.



ORDINARY COUNCIL

ORD04

SUBJECT: CAMDEN DEVELOPMENT CONTROL PLAN 2011 (DRAFT AMENDMENT NO.21) - REVIEW OF ACOUSTIC AMENITY CONTROLS

FROM: Director Planning & Environment

TRIM #: 17/310324

PURPOSE OF REPORT

The purpose of this report is for Council to consider amendments to the Camden Development Control Plan 2011 (Camden DCP) in relation to acoustic amenity requirements. It is recommended that Council place the draft amendments to the Camden DCP on public exhibition.

BACKGROUND

The Camden DCP came into force on 16 February 2011, and since that time there have been a series of amendments. The proposed amendment, the subject of this report, forms Amendment 21 to the Camden DCP and is included as Attachment 1 to this report.

Council has two separate policies for managing potential noise impacts generated by development within the Camden Local Government Area (LGA), being the Environmental Noise Policy (ENP) and the Camden DCP.

A review of Council's existing ENP and Camden DCP acoustic amenity controls has been undertaken.

In light of the increase in development activity in the LGA and recognised changes to planning policies and noise guidelines it is considered timely that Council review its policies for acoustic amenity.

The ENP was adopted in June 2008 and has not been subject to a comprehensive review since that time.

The existing DCP requires compliance with the ENP.

Following the review process it was recommended that the ENP be repealed with relevant controls to be introduced into Council's existing DCP.

Councillors were briefed on the proposed changes on 10 October 2017.

MAIN REPORT

Repeal of the Environmental Noise Policy 2008

The existing ENP was adopted by Council in June 2008 to provide a framework and criteria for the assessment of noise impacts from development upon potentially sensitive receivers.



The policy was primarily guided by the NSW Environmental Protection Authority's NSW Industrial Noise Policy (INP) and Environmental Criteria for Road Traffic Noise (ECRTN).

Since the creation of the policy the ECRTN has been repealed and replaced by the NSW Environmental Protection Authority's Road Noise Policy (RNP 2011).

In addition, on 17 October 2008, State Environmental Planning Policy (Infrastructure) 2007 (ISEPP) was gazetted and commenced. The ISEPP introduced acoustic amenity controls which required noise sensitive development along busy roads and rail corridors to comply with set internal noise criteria.

The review revealed that a number of controls in the ENP reflect those already regulated by other policies, plans or guidelines or, are outdated when compared to new policies or guidelines.

The proposed draft amendments to the DCP incorporate the remaining relevant controls of the ENP whilst also reflecting current NSW State Government guidelines.

Further, the amendments acknowledge the increased densities in new release areas and the complexities of attenuating external noise on residential flat buildings affected by traffic noise from trains and busy roads.

The draft DCP seeks to centralise and simplify the acoustic amenity controls and remove the need for a separate ENP.

A DCP has greater statutory weight in the assessment of DAs than a policy. As such by incorporating the relevant controls of the ENP into the DCP this will strengthen Council's ability to enforce and defend those controls.

A copy of the draft DCP, existing DCP and ENP is attached.

Summary of Draft Amendments to Acoustic Amenity Controls

The proposed changes to the Camden DCP relate to Part B1.16 (Acoustic Amenity) and seek to achieve an acceptable residential noise environment whilst maintaining well designed and attractive residential streetscapes.

It is proposed to insert the following objectives into the DCP:

- a) *To minimise the impacts of noise from major transport infrastructure and commercial and industrial areas on residential amenity and other noise sensitive uses.*
- b) *To achieve an acceptable noise environment whilst maintaining well designed and attractive streetscapes.*
- c) *To minimise the impacts of noise on sensitive receivers through subdivision layout and building design.*

Road and Rail Noise

The draft amendment proposes to insert a series of controls to protect the acoustic amenity of residential dwellings. Further, the amendments acknowledge the increased densities in new release areas and the complexities of attenuating external noise on residential flat buildings affected by traffic noise from trains and busy roads.

The existing ENP requires the private open space area (POS) of residential development to be attenuated to 55dBA (averaged over a 15hr period – 7.00am to 10.00pm).

The draft DCP seeks to distinguish the acoustic amenity controls based on different development type as noted below:

- Residential development within established areas – No change to the existing ENP control which requires the POS be attenuated to 55dBA.
- Residential development within new release areas – New control recommended which requires the principal POS or an equivalent area of usable open space to be attenuated to 57dBA (1hr) between 9.00am and 3.00pm).
- Residential flat buildings (RFB) – New controls recommended which requires the communal open space to be attenuated to 57dBA ((1hr) between 9am and 3pm) and for applicants to document the noise mitigation measures that have been incorporated into the design in accordance with the Apartment Design Guidelines (ADG).

The external noise criteria for new release areas is recommended to be modified in response to increased residential densities near major arterial roads such as The Northern Road and Camden Valley Way. Compliance with the 55dBa external noise criteria along these roads cannot be achieved without unreasonably high acoustic barriers which would be a poor urban design outcome.

The ENP was introduced in 2008 and did not contemplate residential flat buildings. Further, the ADG, being a State government guideline, came into force in June 2016 and provides acoustic amenity controls. The recommended external amenity DCP controls for residential flat buildings reflect the inability to protect the PPOS of apartments without significantly compromising the overall design of the building. To balance this, the draft DCP requires the provision of an alternative area of communal open space which is to be attenuated to 57dBA.

It is noted that the application of external noise criteria to residential development is above and beyond that required by the ISEPP.

Industrial and Commercial Development (including Community Facilities and Religious Development)

The draft amendment requires industrial and commercial developments that exceed background noise levels at sensitive receivers to be assessed in accordance with the NSW Environmental Protection Authority's NSW Industrial Noise Policy (INP) and / or Noise Guide for Local Government (NGLG).

The draft DCP controls reflects the ENP.



Child Care and Educational Establishments

The draft amendment requires child care centres and educational establishments to be designed to minimise noise impacts to surrounding residential properties.

The draft DCP controls reflects the ENP.

Physical Noise Barriers

An objective of the draft DCP is to achieve acceptable noise environments whilst maintaining well designed and attractive streetscapes.

Physical noise barriers can close off communities and provide poor urban design outcomes if not suitably located and designed.

The draft DCP seeks to introduce new design criteria for noise barriers as noted below:

- Noise barriers are generally not supported on roads other than arterial roads such as The Northern Road, The Camden Bypass and Camden Valley Way.
- Barriers are to be of a neutral recessive colour and design which blends in with the natural environment.
- Barriers are to be screened from the road by a landscape strip of at least 1m.

FINANCIAL IMPLICATIONS

This matter has no direct financial implications for Council.

CONCLUSION

A review of the ENP and Camden DCP acoustic amenity controls has been undertaken leading to a recommendation that the ENP be repealed and the DCP be amended.

The draft DCP amendment for acoustic amenity seeks to add new controls and amend existing acoustic controls to facilitate the increase in development activity in the area.

The draft DCP amendment also reflect changes to planning policies and noise guidelines that have occurred since the ENP was adopted in 2008.

It is recommended that the draft DCP amendment be placed on public exhibition. If submissions are received a further report will be brought to Council.



RECOMMENDED

That Council:

- i. endorse the draft Camden Development Control Plan and proceed to exhibition for a period of 28 days in accordance with the provisions of the *Environmental Planning Assessment Act 1979* and *Regulations*;**
- ii. if no unresolved submissions are received:**
 - a. grant delegation to the General Manager to adopt the proposed changes to the Camden Development Control Plan; and**
 - b. publicly notify the adoption of the Development Control Plan in accordance with the provisions of the *Environmental Planning Assessment Act 1979* and *Regulations*.**
- iii. if unresolved submissions are received, receive a further report outlining the results of the public exhibition of the draft Camden Development Control Plan for Council's consideration; and**
- iv. if the proposed changes to the Camden Development Control Plan are adopted, rescind the Environmental Noise Policy 2008.**

ATTACHMENTS

- 1. Draft Acoustic Amenity DCP
- 2. Existing Acoustic Amenity DCP
- 3. Environmental Noise Policy



ORDINARY COUNCIL

ORD05

SUBJECT: RESPONSE TO THE APPLICATION FOR A SITE COMPATIBILITY CERTIFICATE AT 347 NARELLAN ROAD, CURRANS HILL

FROM: Director Planning & Environment

TRIM #: 17/315805

PURPOSE OF REPORT

The purpose of this report is to advise Council of an application for a Site Compatibility Certificate (SCC) under the SEPP (Housing for Seniors and People with a Disability) 2004 (SEPP Seniors Housing) at 347 Narellan Road, Currans Hill and seek Council's endorsement to forward a submission to the Department of Planning and Environment (DPE) in response to the application. A draft submission is provided as an **attachment to this report**.

BACKGROUND

The subject site is shown in **Figure 1** and is known as 347 Narellan Road, Currans Hill. The site is zoned RU2 Rural Landscape under the Camden Local Environmental Plan 2010 (Camden LEP 2010).

Permissible uses in the RU2 Rural Landscape zone include places of public worship, educational establishments, farm buildings, farm stay accommodation, home businesses, dwellings, dual occupancies (attached), intensive plant agriculture and rural workers dwellings.

The site is irregular in shape with a total area of approximately 14.1ha. The land is currently a single lot owned by Mount Annan Church and contains a church (C3) and a private school (Mt Annan Christian College) at the northern end of the site.

The western and eastern boundaries are bordered by the suburb of Currans Hill and the Sydney Water upper canal respectively. A Transgrid electrical easement is located along the western boundary of the site.

Adjacent to the site is a seniors housing development located at 359 Narellan Road. The site shares a vehicle access point with the adjacent seniors housing through a private road with a signalised intersection to Narellan Road.

History of the Site Compatibility Certificate

In 2013, Council received a Planning Proposal from Precise Planning to rezone Part Lot 2 DP 1019708 at 347 Narellan Road from RU2 Rural Landscape to R2 Low Density Residential for the purpose of a seniors housing development. Additionally the Planning Proposal was to amend the minimum lot size to permit future subdivision of the land from the existing school and church.

The Planning Proposal was subsequently revised to only amend the minimum lot size. This amendment to Camden LEP 2010 was gazetted on 23 December 2016.

In August 2014, the DPE received a SCC application to permit a 150 bed Residential Care Facility (RCF) and 10 Serviced Self-Care Housing units on the site. A SCC within the Seniors Housing SEPP is a mechanism to permit seniors housing in locations where it is a prohibited use under Camden LEP 2010. A SCC can be issued to allow the proposed use, however it does not amend the zoning of the land. A SCC therefore provides greater certainty than a rezoning, as to the future use of the site. Development consent is still required to be obtained through the development application (DA) process.

On 23 September 2014, Council considered the previous SCC application and endorsed a submission to the DPE providing in-principle support for seniors housing subject to several concerns being addressed. A copy of the previous Council report and resolution is provided as an **attachment to this report**.

A SCC for the site was issued by DPE on 28 September 2015 and imposed two requirements. These requirements include that the building design should not exceed 2 storeys in height and that the final design must demonstrate compliance with Transgrid guidelines. The SCC was valid for two years and expired on 28 September 2017. The SCC is provided as an **attachment to this report**.

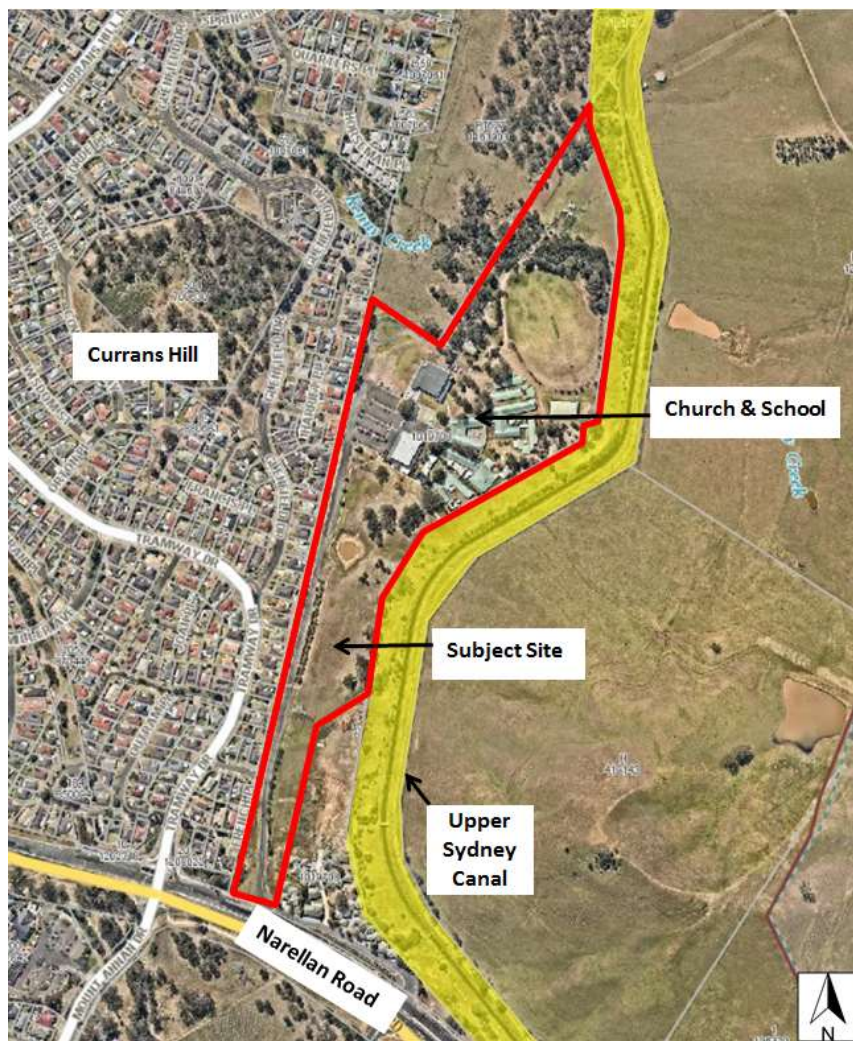


Figure 1 – Site Location (Source: Council Intramaps)



MAIN REPORT

New application for a Site Compatibility Certificate

The DPE has received a new application from Precise Planning for a SCC for Part Lot 2 DP 1019708, (347 Narellan Road Currans Hill). The new SCC application is the same as the previous SCC application. The DPE has invited Council to provide comment on the new SCC application.

The Proposal

The SCC application at 347 Narellan Road proposes a 150 bed Residential Care Facility (RCF) and 10 serviced self-care housing units. A copy of the SCC application is provided as an **attachment to this report**.

A **Residential Care Facility** (RCF) is defined under the Seniors SEPP as *residential accommodation for seniors or people with a disability that includes:*

- (a) meals and cleaning services, and
- (b) personal care or nursing care, or both, and
- (c) appropriate staffing, furniture, furnishings and equipment for the provision of that accommodation and care, not being a dwelling, hostel, hospital or psychiatric facility.

Serviced self-care housing units are defined as - *seniors housing that consists of self-contained dwellings where the following services are available on the site: meals, cleaning services, personal care, nursing care.*

The proposal identifies varying levels of 24 hour care to 150 residents who are no longer independent.

It is proposed that the RCF be contained within a 2 storey building with 6 wings. Each wing will accommodate approximately 25 residents in single and double rooms, with dining and catering services in each wing.

The serviced self-care housing is proposed to be semi-detached "villa" style accommodation.

Planning Considerations

Council officers reviewed the SCC application and identified the same issues as those identified in the previous SCC and provide an update on their current status.

Traffic

Council's previous submission to DPE outlined concerns with regards to the existing internal access road having sufficient capacity for additional residential purposes. The internal road is accessed via traffic lights at Narellan Road and currently experiences queuing inside the site at peak times.

Given the queuing at peak times the submission also identified concerns regarding the ability of emergency vehicles to access the site during peak times.

Future DAs for the seniors living development will need to demonstrate that the existing road network has capacity for the proposed use and would not unfairly impact on existing uses on the site, and can provide for emergency vehicle access during peak traffic periods.



Bulk and Scale of Proposal

The proposal involves 1 large building with 6 wings and a height of 2 storeys across the proposal.

The site is located on the eastern side of Currans Hill that is comprised of mainly single storey residential housing, and to the north of an existing Seniors Housing development (359 Narellan Road) which consists of a number of 1 and 2 storey buildings.

Council's previous submission to DPE outlined concerns with regards to the bulk and scale of the proposal and recommended that the design of the proposed RCF building be articulated or broken up to reduce the bulk of the proposal and improve its integration with the surrounding development.

To address Council's concerns on the bulk and scale of the proposal, it is recommended the DPE impose the same condition as issued on the previous SCC requiring the building design to not exceed two storeys in height above natural ground level.

Visual Impacts and Heritage Considerations

The site is located to the west of Kenny Hill, a significant component of the Scenic Hills landscape.

Council's previous submission to DPE identified potential concerns with regard to the impact of a larger building mass impacting on the Kenny Hill view corridor. The submission also noted that the proposal is adjacent to the state heritage listed Sydney Water upper canal.

The Camden Development Control Plan 2011 (Camden DCP 2011) contains specific controls relating to development adjacent to the Sydney Water upper canal and these should be considered as part of any future development.

It is recommended that Sydney Water and the Office of Environment and Heritage (OEH) be consulted prior to determination of the SCC application.

Transmission Easement

The site is adjacent to a Transgrid electrical transmission easement measuring approximately 60m wide. The proposal includes car parking and vehicular access within the easement and the main RCF building abuts the easement.

Council's previous submission to DPE recommended that the SCC application be referred to Transgrid for comments with regards to activities within the easement.

It is recommended the DPE impose the same condition as issued on the previous SCC, requiring future detailed design to demonstrate compliance with Transgrid guidelines for development within a transmission easement.

Drainage and Flooding

Council's flood information identifies that the site is affected by flooding from a watercourse and is subject to flood related planning controls.



The proposed development is classified as critical utilities and public infrastructure under Council's Flood Risk Management Policy.

Council's previous submission to the DPE outlined that any proposal for the site will need to demonstrate compliance with all controls for this classification. This will include the provision of an evacuation plan up to the Probable Maximum Flood (PMF) flood event.

Social Impacts

The assessment of the previous SCC identified that the forecast for the Camden Local Government Area (LGA) is for a further increase in the ageing population. Therefore, Camden will continue to have a demand for accommodation for aged care and people with disabilities.

The proposed addition of 150 beds within a 24 hour care RCF and 10 additional serviced self-care units within the Camden LGA would provide a social benefit to the local community.

Consistency with the Seniors Housing SEPP

Council officers have considered the proposal in accordance with clause 25(5)(b) of the Seniors Housing SEPP. In principle, the proposal appears to meet these requirements, however further information is required to demonstrate full compliance with the following:

- Potential Site Contamination – Compliance with SEPP 55;
- Heritage Impact Statement – Impact on the Sydney Water upper canal;
- Demonstrated compliance with Clause 26 regarding gradient controls of access pathway; and
- Detailed traffic impact statement and modelling demonstrating road capacity and impact on existing development.

A detailed analysis of this clause is included as an **attachment to this report**.

Rural Lands Strategy

Council adopted the Rural Lands Strategy at its meeting held on 26 September 2017.

The Rural Lands Strategy applies to land zoned rural within the Camden LGA (excluding the South West Priority Growth Area). The intent of the Strategy is to protect Camden's remaining rural land and to protect the quality of scenic landscapes, vistas, ridgelines or heritage values.

The site is zoned RU2 Rural Landscape and is nearby to land zoned RU2 to the east.

The Rural Lands Strategy aims to protect land at the rezoning stage. Whilst a SCC is not a rezoning, Council officers have assessed the proposal against the intent of the Strategy and provide the following comments.

The proposal would be located in between the existing urban areas of Currans Hill and the seniors living development located at 359 Narellan Road. The proposal is considered to represent a logical extension to these existing urban areas.

This report identifies the need for the bulk and scale of the proposal to be addressed. It also outlines Camden DCP 2011 controls for development adjacent to the state



heritage listed Sydney Water upper canal should be applied, in addition to consulting with OEH and Sydney Water.

Subject to the matters in this report being satisfactorily addressed, the proposal is not considered to reduce the quality of the scenic landscape or heritage values.

FINANCIAL IMPLICATIONS

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

CONCLUSION

The application for a SCC to permit a 150 bed residential care facility and 10 units of serviced self-care housing under the SEPP Seniors Housing is consistent with the previous SCC and appears to be consistent with SEPP Seniors Housing.

Council officers consider the SCC application has planning merit and in principle support seniors housing on the site, subject to detailed design and planning that addresses Council's concerns as outlined in this report and within the attached submission.

RECOMMENDED

That Council endorse the draft submission to be forwarded to the Department of Planning and Environment.

ATTACHMENTS

1. Submission
2. Response Site Compatibility Certificate at 347 Narellan Road, Ordinary Council - 23 September 2014
3. Previous Certificate of Site Compatibility
4. Application for Site Compatibility Certificate
5. SEPP considerations 347 Narellan Road



ORDINARY COUNCIL

ORD06

SUBJECT: ST JOHN'S ANGLICAN CHURCH PRECINCT - PROPOSED LISTING ON STATE HERITAGE REGISTER

FROM: Director Planning & Environment

TRIM #: 17/322370

PURPOSE OF REPORT

The purpose of this report is to inform Council of the Heritage Council of New South Wales (Heritage Council of NSW) public exhibition of the proposed listing of St John's Anglican Church Precinct on the State Heritage Register (SHR) and to seek Council's endorsement to forward this report as Council's submission to the Heritage Council of NSW.

BACKGROUND

Listing of items on the SHR is undertaken by the Heritage Division of the Office of Environment and Heritage (OEH) and endorsed by the Heritage Council of NSW, under the provisions of the *Heritage Act 1977*. Council has been notified and provided an opportunity to comment on the exhibition. A copy of the letter and draft curtilage map from the Heritage Council of NSW is provided as an **attachment to this report**.

The St John's Anglican Church Precinct is listed as a local heritage item under the Camden Local Environmental Plan 2010 (Camden LEP 2010). The listing is described as St John's Church (including church and grounds, rectory, stables, lynch gates, grassed slopes and cemetery) 6-22 Menangle Road, Camden and is identified as Lot 1 DP 1024949 and Lot 56 DP 2399467. An extract from the heritage map within the Camden LEP 2010 is provided at **Figure 1**.

The Heritage Council of NSW resolved at its meeting of 4 October 2017 to give notice of its intention to consider listing St John's Anglican Church Precinct on the SHR, in acknowledgment of the precinct's heritage significance to the people of NSW. The public exhibition period commenced on 11 October 2017 and closes on 8 November 2017.

MAIN REPORT

Council officers have reviewed the proposed listing and supporting documentation.

Heritage Significance of the St John's Anglican Church Precinct

OEH maintains a heritage database on its website. An extract of the information about the St John's Anglican Church Precinct contained on the OEH's website is provided as an **attachment to this report**.

The letter from the Heritage Council of NSW advises in summary that the St John's Anglican Church Precinct is potentially of state heritage significance as a group of religious buildings set in a picturesque landscape setting, consisting of mature trees and open grassed slopes. The focal point of the precinct is the Evangelist Anglican Church which is significant as the first Gothic Revival Church constructed in NSW that

is archaeologically correct in its detail. The church is aesthetically significant to the regional landscape and along with Camden Park House and the early township of Camden, is significant as an important element in the landscape planning undertaken by the Macarthur family. The historical association with the Macarthur family is significant and continued throughout the nineteenth and twentieth centuries.

In a state context, the precinct is significant as it demonstrates the achievements of the Macarthur family during the establishment of the Camden township and the development of the colony of NSW. Also, the precinct is significant as a historical place of Anglican worship.

The Proposed State Listing Curtilage

The proposed listing on the SHR has been supported by the Heritage Council of NSW. The proposed heritage curtilage is shown in **Figure 2**.

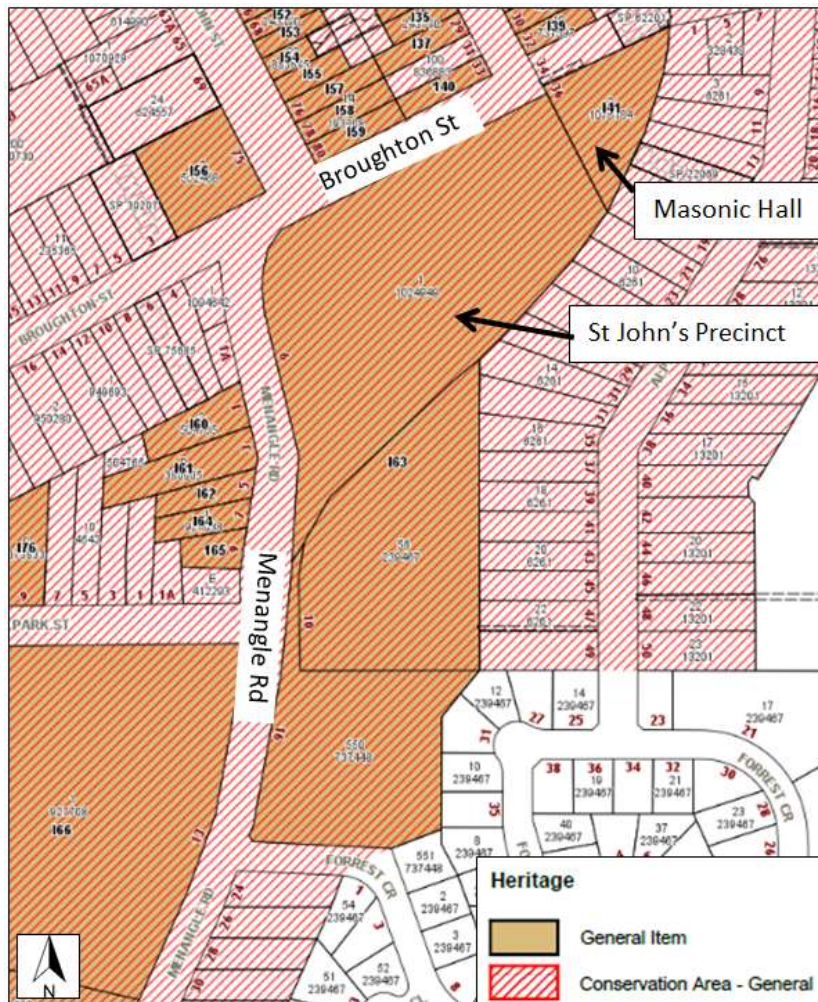


Figure 1 – St John's Precinct Camden LEP 2010



Figure 2 – Proposed SHR Curtilage

As shown by **Figure 1** and **Figure 2**, the proposed SHR curtilage is consistent with the Camden LEP 2010 heritage curtilage.

The current review of the Camden LEP 2010 (known as the ‘housekeeping’ amendment) includes an amendment to the title description for the St John’s Anglican Church Precinct to ensure the title description (lot and DP) is correct and consistent with the Camden LEP 2010 heritage map (**Figure 1** above). The proposed SHR listing property description is consistent with the proposed housekeeping amendment. This means all elements identified as significant in the Camden LEP 2010 listing will be conserved under the proposed SHR listing.

Implications of Listing on the State Heritage Register

Listing of the precinct on the SHR will ensure its historical significance is recognised at the state level. In addition, the provisions of the *Heritage Act 1977* will ensure greater protection and certainty for the future of the precinct.



The designation of the precinct as containing state heritage significance will not impact the heritage significance of the precinct as defined by Camden LEP 2010, as items listed on the SHR remain significant to the local area.

When an item is listed on the SHR, it becomes eligible for funding through the NSW Heritage Grants program, is subject to legislative minimum standards of maintenance and repair defined under the *Heritage Act 1977* and can access support from other advisory services.

Council remains the consent authority for works requiring development consent on SHR listed items with the concurrence of OEH. Future DAs will therefore need to be referred to the Heritage Office of NSW as integrated development, prior to determination.

Considering the heritage significance of the St Johns Precinct, it is recommended that Council support the state listing.

FINANCIAL IMPLICATIONS

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

CONCLUSION

The Heritage Council of NSW is publicly exhibiting its intention to list the St John's Anglican Church Precinct on the SHR. Council officers support the proposed SHR listing.

The proposed listing is consistent with the significance of the precinct as a heritage item of state significance, provides an appropriate legislative framework to conserve the significant elements of the precinct and is consistent with the identified heritage curtilage in Camden LEP 2010.

RECOMMENDED

That Council:

- i. support the listing of the St John's Anglican Church Precinct on the State Heritage Register;**
- ii. endorse this report as Council's submission to the Heritage Council of New South Wales regarding the listing of St John's Anglican Church Precinct on the State Heritage Register; and**
- iii. forward a copy of Council's submission to Mr Chris Patterson MP, State Member for Camden.**

ATTACHMENTS

1. Letter and Draft Curtilage Map
2. OEH heritage database



ORDINARY COUNCIL

ORD07

SUBJECT: LOCAL GOVERNMENT NSW ANNUAL CONFERENCE 2017
FROM: Director Customer & Corporate Strategy
TRIM #: 17/326678

PURPOSE OF REPORT

This report informs Councillors of the upcoming 2017 Local Government NSW Annual Conference and seeks nominations for Council's voting delegates (if any) with respect to motions and election of office bearers and the board.

BACKGROUND

The Local Government NSW (LGNSW) Annual Conference (the Conference) will take place from Monday 4 December to Wednesday 6 December 2017 at the Hyatt Regency, Sydney.

Online registration is now open on the LGNSW website and all attendees must register. Full details of the Conference including the program are available on the LGNSW website: www.lgnsw.org.au.

The Conference will provide the opportunity for delegates to vote in elections for the LGNSW Office Bearers and Board (the Elections) and on policy motions. The Elections will take place at the Conference on 5 December 2017, if positions are contested.

MAIN REPORT

Elections

The Elections for Office bearers and Board are being managed by the Australian Electoral Commission (AEC) on behalf of LGNSW. Nominations for positions are currently open and close at 12 noon on 7 November 2017. The official AEC election notice is **attached** to this report and contains additional details.

Voting Delegates

In order to vote at the Conference, Council must nominate its voting delegates. This is separate from registering to attend the Conference.

Council is entitled to nominate five voting delegates to vote at the Conference on motions and five to vote in the Elections. A delegate must attend in person to be able to vote on motions, however may appoint another Council delegate as proxy to vote in the Elections.

Council must register its voting delegates by 1 November 2017. For motions, the voting delegate can be changed at any time. For the Elections, the names of voting delegates can be changed only until 5.00pm on 4 December 2017. The official LGNSW notice and instructions for registration are **attached** to this report.



Proposed Motions

There are no proposed motions.

Payment of Expenses and Provision of Facilities to Mayor and Councillors Policy

In accordance with clause 6.7 of Council's Payment of Expenses and Provision of Facilities to the Mayor and Councillors Policy, any expenses incurred by the Mayor or Councillors attending conferences, including travel, registration costs and incidental conference costs, are not reimbursable. Instead, Councillors are to personally fund (or utilise their Councillor annual allowance to fund) any expense incurred for conference attendance.

The registration cost for each attendee is \$999 (including GST).

Councillors are requested to advise Council's General Manager if they wish to attend the Local Government NSW Annual Conference so that bookings can be made accordingly.

FINANCIAL IMPLICATIONS

This report has no financial implications for Council. All expenses incurred are payable by Councillors. This report has no financial implications for Council. All expenses incurred are payable by Councillors.

CONCLUSION

Councillors are able to register to attend the Conference and Council is entitled to nominate five Councillors to vote on policy motions at the Conference and five Councillors to vote in the Office Bearers and Board elections.

Voting delegates must be advised to LGNSW by 1 November 2017.

RECOMMENDED

That Council:

- i. **note the information in this report;**
- ii. **nominate the delegates to vote on motions at the 2017 Local Government NSW Annual Conference;**
- iii. **nominate the delegates to vote in the elections for Office Bearers and Board at the 2017 Local Government NSW Annual Conference; and**
- iv. **note that Council officers will advise Local Government NSW by 1 November 2017 of any voting delegates.**

ATTACHMENTS

1. LGNSW - AEC election notice
2. Local Government NSW Annual Conference 2017



ORDINARY COUNCIL

ORD08

SUBJECT: PROPOSED ROAD NAMING - NEW ROADS IN COBBITTY RELEASE AREA

FROM: Director Customer & Corporate Strategy

TRIM #: 17/308369

PURPOSE OF REPORT

The purpose of this report is to seek Council's endorsement for a list of proposed road names to be assigned to new roads in the Oran Park Precinct release area within the suburb of Cobbitty.

BACKGROUND

Council has responsibility as the local road naming authority to consider and determine the names of new roads. This process is governed by Council's Road Naming Policy.

AV Jennings Properties Ltd has submitted a list of proposed road names to be used in development located west of the Oran Park Precinct release area, on the corner of The Northern Road and Cobbitty Road, Cobbitty.

At the Ordinary Council meeting on 12 September 2017, DA199/2017 was approved to create 47 residential lots at this location.

AERIAL PHOTO





MAIN REPORT

AV Jennings Properties Ltd has submitted a list of proposed road names to be used on the land it is developing within the Oran Park Precinct.

At the Ordinary Council meeting on 12 September 2017, DA199/2017 was approved to create 47 residential lots at this precinct which is located west of the Oran Park Precinct release area on the corner of The Northern Road and Cobbitty Road, Cobbitty.

The proposed road names reflect the orchards in the region and are consistent with Council’s Road Naming Policy, (3.1.3 – Thematic names will be given preference where the theme relates to the area). A copy of this policy is **attached**. The names are also consistent with Geographical Names Board (GNB) guidelines and have received preliminary endorsement from the GNB.

Council officers have also consulted with the Camden Historical Society which raised no objection to the names proceeding.

This report seeks Council’s endorsement for the proposed road naming.

Proposed Road Names	Theme
Tangerine Road	Proposed names provided by the developer (AV Jennings Properties Ltd) reflecting the orchards in the region.
Mandarin Drive	
Nectarine Avenue	
Lemon Avenue	
Tangelo Drive	
Sinensis Avenue	
Citron Road	
Paradisi Street	

The process, should Council endorse the names for public exhibition, is:

1. The approved names are published in the NSW Government Gazette and in local newspapers for public comment.
2. If any submissions are received during the 28 day public exhibition period, a further report to Council will follow outlining the submission/s.
3. If no submissions are received, the naming process will proceed. This includes informing Australia Post, the Registrar General, the Surveyor General, the GNB and the RMS of the new road names.

FINANCIAL IMPLICATIONS

This matter has no direct financial implications for Council.

CONCLUSION

The proposed road names have been assessed by Council staff in accordance with the Council’s Road Naming Policy and have had preliminary endorsement from the GNB.

Subject to Council endorsement, a 28 day exhibition period will commence and, subject to no submissions being received, Council will proceed with the road naming process.



RECOMMENDED

That Council:

- i. adopt for public exhibition the list of proposed road names within the suburb of Cobbitty, for a period of 28 days, with a report to be brought back to Council following the receipt of any submissions; and**
- ii. if no submissions are received, adopt the list of road names within the suburb of Cobbitty effective from the day after the close of the exhibition period; and**
- iii. advise AV Jennings Properties Ltd of Council's decision.**

ATTACHMENTS

- 1. P3.0125.1 -Road Naming Policy**

ORDINARY COUNCIL

ORD09

SUBJECT: PROPOSED RE-ALIGNMENT OF THE SUBURB BOUNDARY BETWEEN ELERSLIE AND NARELLAN

FROM: Director Customer & Corporate Strategy

TRIM #: 17/312403

PREVIOUS ITEMS: ORD06 - Petition - Boundary Change to Suburb - Elderslie - Ordinary Council - 27 Jun 2017 6.00pm

PURPOSE OF REPORT

The purpose of this report is for Council to consider a proposed re-alignment of the locality boundary between the suburbs of Elderslie (2570) and Narellan (2567), and refer any approved proposed boundary change to the Geographical Names Board (GNB). This proposed change follows representations and a petition to Council in relation to this matter.

BACKGROUND

At the Council Meeting of 27 June 2017, Council considered a report noting a petition (containing 69 signatures) from residents requesting that the suburb boundary between Narellan and Elderslie be amended.

The existing suburb boundary between Elderslie and Narellan traverses and bisects the eastern portion of the Elderslie release area, as identified in Camden LEP 2010, such that part of the Elderslie release area is within the suburb of Narellan (refer to Figure 1).



Figure 1: Suburb Boundary in relation to the Elderslie Release Area



This matter relates to land and properties in part of Lodges Road between Vicary Avenue and Baptist Care NSW, Sophia Street, Lorimer Crescent and Teasdale Close.

From review of Council records it appears that the suburb boundary was last considered in 1990-1991.

This matter was the subject of a Councillor briefing on 22 August 2017.

MAIN REPORT

The Geographical Names Board (GNB) has the statutory responsibility for determining changes to suburb boundaries. The GNB recommends that Council ensures that there is community support through public consultation prior to its concurrence.

The GNB as part of its NSW Addressing User Manual recognises that there is a need to regularly review locality boundaries in areas subject to urban development and that there may be a need to amend a locality or suburb boundary in cases such as further land development and construction of new roads. The issue of accommodating new road construction is particularly relevant in this instance as shown in Figure 1 above.

The GNB's principles for locality naming indicate that boundaries shall follow clear and easily distinguishable lines including major road centerlines. Locality boundaries should not bisect properties in common ownership and shall not bisect individual land parcels.

For the above reasons and having regard to the matters outlined in the background section of this report, Council's endorsement is sought to proceed with a proposed amendment to the suburb boundary between Elderslie and Narellan as shown in Figure 1.

The proposed change to the suburb boundary will affect dwellings in part of Lodges Road, Vicary Avenue, Sophia Street, Lorimer Crescent and Teasdale Close, Narellan.

These properties have been developed as part of the Elderslie Release Area.

Community Consultation

As recommended by the GNB, community consultation was undertaken from 8 September 2017 to 3 October 2017. During this time, a notification was placed in the local paper and public exhibition material was available from Council's website, Administration Centre and at Council's libraries. In addition, letters were sent and/or hand delivered to affected land owners and residents to directly notify them of the proposed change. Council officers also met with the Management of Baptist Care who distributed the notification letter to the residents of the Angus Bristow Village. Baptist Care have subsequently advised they do not object to the proposal.

During the exhibition period, Council received a total of 20 submissions including 18 submissions supporting the adjustment and two objections to the adjustment.

Submission Results

Those in support of the proposed change highlighted that the change is a logical correction that would help avoid confusion for residents and service providers. It was also noted that the proposed suburb names were already in use and that property prices could be impacted if no action was undertaken.

Those opposing the change raised concerns about the potential for additional insurance costs, the expense of changing a business address and noted that they were happy with the existing suburb boundaries.

The submissions and a map showing the locations of submitters and petitioners has been provided in **supporting documents**.

If Council resolve to endorse the proposed change, that decision will be sent to the GNB who will then undertake their own process of consideration and review, including formal public exhibition. They will then advise Council of the outcome of that process and Council may need to consider a further report on the matter.

A copy of the GNB workflow is **attached** for Council's information.

FINANCIAL IMPLICATIONS

There are no direct financial implications for Council.

CONCLUSION

The proposed change to the locality boundary between the suburbs of Elderslie and Narellan will result in a clearer and more distinguishable boundary line between these suburbs in this part of the Elderslie urban release area and will avoid having a suburb boundary bisecting new roads. This proposed change is consistent with the Geographical Names Board (GNB) principles for naming of localities. The GNB has the statutory responsibility for determining changes to suburb boundaries.

RECOMMENDED

That Council:

- i. endorse the proposed boundary adjustment between the suburbs of Elderslie and Narellan;**
- ii. submit the proposed boundary adjustment to the Geographical Names Board for its consideration.**

ATTACHMENTS

1. Submissions - *Supporting Document*
2. Submissions Map - *Supporting Document*
3. GNB Locality Naming Workflow



ORDINARY COUNCIL

ORD10**SUBJECT: TENDER T003/2017 - PLANT AND EQUIPMENT HIRE****FROM: Director Community Assets****TRIM #: 17/273898**

PURPOSE OF REPORT

To provide details of the tenders received for Contract T003/2017, being for Plant and Equipment Hire, and to recommend that Council accept the Panel of Tenderers as outlined in the report.

BACKGROUND

Camden Council undertakes a wide variety of construction and maintenance works in the delivery of services to the community. The scope and breadth of services requires a range of hired plant and equipment to be available to assist with works where Council owned plant is either unsuitable for the project or is already engaged in alternative tasks.

Council called tenders for the provision of:

- Hire of Plant with Operator;
- Hire of Plant only; and
- Hire of Small Plant (equipment).

The plant items sought for hire in this tender are to be used to supplement Council's existing plant and equipment for the construction and maintenance of Council's assets. Council owned plant will always be used in the first instance.

A panel of suppliers has been sought to ensure ready access to short term hire equipment as high construction demand within the Local Government Area (LGA) has impacted Council's ability to source readily available equipment over recent years.

MAIN REPORT

Invitation to Tender

The Tender for Plant and Equipment Hire T003/2017 was advertised in the Sydney Morning Herald, the local newspaper and the NSW e-tendering website, and was advertised for a two year contract period.

Tender Submissions

At the close of tender, 43 submissions were received.

The Request for Tender (RFT) sought pricing on 18 categories of large plant and equipment, with and without operators, and general hourly hire of a selection of small plant items. The broad range of items within each category lead to multiple supply options and pricing combinations and included rates for normal working hours, standby



rates and transport costs. A summary of the tender rates is provided in the **Supporting Documents**. Please note this information is Commercial in Confidence.

Tender Evaluation

The tender was advertised to gain a panel of suppliers who could supply plant items when required and at the best value to Council on a Schedule of Rates (SOR) basis.

A tender evaluation panel was established to select a suitable contractor panel to ensure the best value for Council. The conforming submissions were assessed on price and non-price factors as agreed by the evaluation panel.

Non-Price Factors considered for this project included:

- Demonstrated capability and capacity
- Previous experience in similar works
- Key personnel
- Suitability to perform the works
- Work Health & Safety response

All conforming submissions were deemed as suitable in the Non Price factors.

Tenders were received from the 43 companies listed below in alphabetical order.

No	Name of Company	Suburb	Closest Depot
1	A&C Plant Hire	Kemps Creek	Kemps Creek
2	Acclaimed Excavations	Kurmond	Wetherill Park
3	Allards Plant Hire	Castle Hill	Castle Hill
4	Allcott Hire	Baulkham Hills	Minto
5	ANC Foster	Mortdale	Mortdale
6	Aqua Assets	Padstow	Padstow
7	Aquarius Transport	Yarramundi	Yarramundi
8	Avijohn	Smeaton Grange	Smeaton Grange
9	Brefni Excavation	Picton	The Oaks
10	Camden Hire	Campbelltown	Narellan
11	Cleary Bros	Port Kembla	Port Kembla
12	Coates Hire	Moorebank	Campbelltown
13	Conplant	Weston	Ingleburn
14	Crossgrove	Liverpool	Galston
15	Diva Plant Hire	Kemps Creek	Kemps Creek
16	DNT Earthworks	Wattle Grove	Wattle Grove
17	E&B Tipper Hire	Luddenham	Luddenham
18	Earth Plant Hire	Dubbo	Elong Elong
19	Edscog	Leumeah	Leumeah
20	Environmental Services Group	Melbourne	Dandenong South Vic
21	Fleck Earthmoving	Galston	Galston
22	Hydrawash	Padstow	Padstow
23	Keegan Civil	Mt White	Mt White



No	Name of Company	Suburb	Closest Depot
24	Kennards Hire	Seven Hills	Campbelltown
25	Kingston Industries	Olympic Park	Prestons
26	L&A Earthworx	Ropes Crossing	Ropes Crossing
27	N&M Bray	Ellis Lane	Ellis Lane
28	Orange Hire	Seven Hills	Seven Hills
29	Pacific Automotive Holdings	Caringbah	Caringbah
30	Page Earthmoving	Mittagong	Mittagong
31	Porter Excavations	Cambrian Hill Vic	Seven Hills
32	PremiAir Hire	Eastern Creek	Eastern Creek
33	R&K Deguara	Bringelly	Bringelly
34	Raygal	Cranebrook	Cranebrook
35	Regal Excavators	Londonderry	Londonderry
36	Rollers Australia	Double Bay	Marulan
37	Shermac Group	Dalwallinu WA	Hendra Qld
38	Shore Hire	Condell Park	Condell Park
39	Stefanutti Constructions	Unanderra	Unanderra
40	Supreme Earthmoving	Luddenham	Luddenham
41	Total Drain Cleaning Services	Wetherill Park	Wetherill Park
42	Toxfree Australia	Osborne Park WA	San Souci
43	Velcorp	Orchard Hills	Orchard Hills

Tendered pricing was based on hire of plant with operator, plant only or small plant for the following items:

- Backhoes
- Skid Steers
- Excavators- 3.5t, 5t,10t,15t ,20t, and over 25t
- Large Vacuum Drain Clearing Units
- Rollers
- Utes
- Tipping Trucks
- Floats (low loaders)
- Water Cart
- Generators
- Portable Toilets
- Traffic Barriers
- Variable Message Boards
- Steel Road Plates
- Temporary Worksite Fencing
- Franna Crane
- Concrete/Asphalt Saw Cutting and Concrete Pumps

Submissions have been received from interstate suppliers to provide specialised vacuum drain cleaning equipment with an operator for pit cleaning works. Pit cleaning is undertaken on a quarterly basis allowing for advanced scheduling of works and



delivery of equipment. The inclusion of the interstate companies ensures availability of supply for this specialised equipment.

The specialist nature of equipment, range of attachments and accessories across multiple categories of plant has resulted in an extensive range of price and options as demonstrated in the supporting Schedule of Rates document (see attached). The Schedule of Rates will be used to select hire equipment suppliers based on price, suitability and availability to ensure best value for Council.

Quotations will be sourced from the lowest priced tenderers from the SOR for works anticipated to extend beyond 2 weeks or above \$5,000 in value as per Council's procurement policy.

Relevant Legislation

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

FINANCIAL IMPLICATIONS

Council currently has sufficient funds allocated in maintenance, construction and project budgets to proceed with the proposed hire of plant in accordance with the terms and conditions of the tender.

CONCLUSION

Due to the high demand within the local construction industry and to ensure plant and equipment is readily available for hire to Council as required, it is recommended that Council accept all conforming tendered prices in all equipment categories on a Schedule of Rates basis.

RECOMMENDED

That Council accept the conforming tenders of all companies listed in this report, as per the terms and conditions of Tender T003/2017 for the provision of Plant and Equipment, hire based on the Schedule of Rates, as tendered, for a period of two years.

ATTACHMENTS

1. Tender T003/2017 - Plant and Equipment Hire - Non Price Assessment - *Supporting Document*
2. Tender T003/2017 - Plant with Operator List - *Supporting Document*
3. Tender T003/2017 - Plant Only List - *Supporting Document*
4. Tender T003/2017 - Small Plant List - *Supporting Document*



ORDINARY COUNCIL

ORD11

**SUBJECT: MINUTES OF THE 30 AUGUST 2017 AND 12 OCTOBER 2017
BUSINESS ASSURANCE AND RISK COMMITTEE MEETINGS**

FROM: General Manager

TRIM #: 17/318685

PURPOSE OF REPORT

The purpose of this report is to provide Council with the minutes of the 30 August 2017 and 12 October 2017 Business Assurance and Risk Committee meetings.

BACKGROUND

Council endorsed the implementation of a Business Assurance and Risk Management framework in June 2014 and as part this framework, a Business Assurance and Risk Committee was established.

The objective of the Business Assurance and Risk Committee is to provide independent assurance and assistance to Camden Council on risk management, control, governance and external accountability responsibilities.

The Business Assurance and Risk Committee membership includes both independent external members and Councillors. The Committee is required to meet a minimum of four times per year.

Council resolved to adopt the Committee's current Business Assurance and Risk Committee Charter on 13 October 2015. The Charter includes a requirement to report to Council the minutes of the Business Assurance and Risk Committee meetings for noting.

MAIN REPORT

The Business Assurance and Risk Committee met on 30 August 2017. The agenda discussed at the meeting included consideration of the following:

- Organisational Development/Business Improvement Plan Internal Audit Report
- Information Security Vulnerability Scan Internal Audit Report
- Enterprise Risk Management Update
- Audit Report Recommendations – Implementation Status Update – July 2017
- Regional Domestic Waste Processing and Disposal Tender Project
- Internal Audit Plan Status Update
- Business Assurance Strategy and 3 year Internal Audit Plan
- External Audit Update
- Business Continuity Plan Update
- Governance Information Report
- Policies presented to the Committee for review – Fraud and Corruption Prevention and Related Parties (these policies were reviewed and subsequently adopted)
- Botany Bay (Operation Ricco) Independent Commission Against Corruption report



The Business Assurance and Risk Committee met again on 12 October 2017. One of the Committee's responsibilities is to review the annual financial statements and the results of the financial statement external audit. At the October meeting, the Business Assurance and Risk Committee considered the financial statements and a presentation by Council's external auditors on the audit for the year ended 30 June 2017. The Annual Financial Statements are included as a separate report in tonight's Business Paper.

The minutes for the Business Assurance and Risk Committee meeting of 30 August 2017 were adopted at the 12 October 2017 Committee meeting and are attached. The minutes of the 12 October 2017 Committee meeting were approved by the Committee post meeting and are attached.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

CONCLUSION

The Business Assurance and Risk Committee play an important role in supporting the governance framework of Council. Reporting the minutes from Committee meetings keeps Council informed of the outcomes from those meetings and are submitted for information.

RECOMMENDED

That Council note the Minutes of the Business Assurance and Risk Committee meetings of 30 August 2017 and 12 October 2017.

ATTACHMENTS

1. Minutes of the Business Assurance and Risk Committee - 30 August 2017
2. Minutes of the Business Assurance and Risk Committee - 12 October 2017



ORDINARY COUNCIL

ORD12

NOTICE OF MOTION

SUBJECT: NOTICE OF MOTION - SYNTHETIC FOOTBALL FIELD
FROM: Cr Symkowiak
TRIM #: 17/325090

"I, Councillor Lara Symkowiak, hereby give notice of my intention to move the following at the Council Meeting of 24 October 2017:

That Council investigate costs, appropriate locations and management options for a synthetic football field."

RECOMMENDED

That Council investigate costs, appropriate locations and management options for a synthetic football field.