



# Camden Council

## Business Paper

### Ordinary Council Meeting 10 November 2020

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Please note due to COVID-19 restrictions this meeting is being held as a teleconference. The public can view the meeting via Council's webcast. A link to this webcast can be found on Council's webpage – <http://webcast.camden.nsw.gov.au/video.php>



## COMMON ABBREVIATIONS

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

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## ORDINARY COUNCIL

### ORDER OF BUSINESS - ORDINARY COUNCIL

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## ORDINARY COUNCIL

**SUBJECT: PRAYER**

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### PRAYER

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

Amen

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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)*

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## **ORDINARY COUNCIL**

**SUBJECT:       ACKNOWLEDGEMENT OF COUNTRY**

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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.

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## ORDINARY COUNCIL

**SUBJECT: WEBCASTING OF COUNCIL MEETINGS**

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

No other webcasting or recording by a video camera, still camera or any other electronic device capable of webcasting or recording speech, moving images or still images is permitted without the prior approval of Council. Council has not authorised any other webcasting or recording of this meeting.

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

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## **ORDINARY COUNCIL**

**SUBJECT: LEAVES OF ABSENCE**

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

### **RECOMMENDED**

**That leaves of absence be granted.**

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## ORDINARY COUNCIL

**SUBJECT:       DECLARATION OF INTEREST**

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

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

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

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

### **RECOMMENDED**

**That the declarations be noted.**



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## ORDINARY COUNCIL

### SUBJECT: PUBLIC ADDRESSES

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

The Public Address session will be conducted in accordance with the Public Address Guidelines subject to necessary changes to accommodate remote access to the meeting. Speakers will be able to make their address by accessing Council's meeting remotely via the internet. Speakers must submit an application form, available on Council's website, to Council's Governance team no later than 5.00pm on the working day prior to the day of the meeting.

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

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

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

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

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

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

Only the audio recording of the public address speakers will be heard on Council's video conference and webcast. Visual images of the speaker will not be captured.

### **RECOMMENDED**

**That the public addresses be noted.**

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## **ORDINARY COUNCIL**

**SUBJECT: CONFIRMATION OF MINUTES**

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Confirm and adopt Minutes of the Ordinary Council Meeting held 13 October 2020.

**RECOMMENDED**

**That the Minutes of the Ordinary Council Meeting held 13 October 2020, copies of which have been circulated, be confirmed and adopted.**



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## **ORDINARY COUNCIL**

**SUBJECT:       MAYORAL MINUTE**

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Consideration of Mayoral Minute (if any).



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## ORDINARY COUNCIL

**ORD01**

**SUBJECT: ANNUAL FINANCIAL STATEMENTS - YEAR ENDING 30 JUNE 2020**  
**FROM:** Director Customer & Corporate Strategy  
**TRIM #:** 20/342818

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### PURPOSE OF REPORT

The purpose of this report is to advise Council of the following:

- The Draft Annual Financial Statements for the year ending 30 June 2020 have been completed.
- The Statement by Councillors and Management to Council's auditor, Audit Office of NSW, in accordance with section 413(2)(c) of the *Local Government Act 1993*, has been prepared.
- Dates are proposed for the presentation of the Audit Report to Council and giving public notice of the date in accordance with section 418 (1a) & (1b) of the *Local Government Act 1993*.

### BACKGROUND

The Draft Annual Financial Statements have been completed and are ready for external audit.

A copy of the Statement by Councillors and Management made to Council's auditor, Audit Office of NSW, is provided as **Attachment 1 & 2** to this report. Upon signing, this representation acknowledges Council's responsibility for ensuring that the Annual Financial Statements have been prepared in accordance with relevant Australian Accounting Standards and the Local Government Code of Accounting Practice and Financial Reporting.

A Councillor briefing was held on 20 October 2020 to discuss this report.

### MAIN REPORT

Council's auditors will present a summary of their findings to Council at the meeting of 8 December 2020. Public notice of this meeting will appear on Council's website from Monday, 30 November 2020.

The Draft Annual Financial Statements will be provided to Councillors under separate cover on 5 November 2020.

### FINANCIAL IMPLICATIONS

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

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## **CONCLUSION**

This report is a statutory report as part of the process to complete the 2019/20 Annual Financial Statements. The Annual Financial Statements comply with the Australian Accounting Standards and Code of Accounting Practice and Financial Reporting. Therefore, it is recommended that Council and management sign the “Statement by Councillors and Management” as attached to this report.

It is also recommended that Council notify the public that the Audit Office of NSW will present their audit findings to Council on 8 December 2020.

## **RECOMMENDED**

### **That Council:**

- i. note the Statements by Councillors and Management, which is to be signed by the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer (Chief Financial Officer); and**
- ii. notify the public that the Annual Financial Statements and Audit Report will be presented to Council on 8 December 2020.**

### **ATTACHMENTS**

- 1. General Purpose Financial Statements 2020**
- 2. Special Purpose Financial Statements 2020**



## ORDINARY COUNCIL

**ORD02**

**SUBJECT: RESULT AGAINST BUDGET AND REVOTES FOR YEAR ENDING 30 JUNE 2020**

**FROM:** Director Customer & Corporate Strategy

**TRIM #:** 20/334206

### PURPOSE OF REPORT

The purpose of this report is to inform Council of the budget result for the year ending 30 June 2020 in accordance with Part 9, Division 3, Clause 203 of the *Local Government (General) Regulation 2005*.

### BACKGROUND

#### SUMMARY OF BUDGET POSITION

In adopting the March Review of the 2019/20 Budget, Council approved a balanced budget position.

A review of the budget as at 30 June 2020 has also resulted in a balanced budget position after considering various movements of income and expenditure. The impact of COVID on Council's budget to 30 June 2020 is discussed in more detail in the variations section of this report.

A Councillor briefing was held on 20 October 2020 to discuss this report.

### MAIN REPORT

#### CURRENT RESERVE BALANCES & PROGRAMS

##### Working Funds Reserve

The Working Funds Reserve is a holding reserve for uncommitted funds or to move funds between financial years.

|  |                      |
|--|----------------------|
| <b>Working Funds Reserve</b>                       |                      |
| <b>Reserve Balance as at 30 June 2020</b>          | <b>\$550,000</b>     |
| Add: Transfer to Reserve 2020/21                   | \$1,500,000          |
| <b>Proposed Reserve Balance</b>                    | <b>\$2,050,000</b>   |
| <b>Committed Funds Held in Reserve</b>             |                      |
| Less: 2020/21 Revoted projects                     | (\$550,000)          |
| Less: Camden Pool Works – ORD 75/2020              | (\$600,000)          |
| Total Allocated in 2020/21                         | <b>(\$1,150,000)</b> |
| <b>Uncommitted Balance – Working Funds Reserve</b> | <b>\$900,000</b>     |

The Working Funds Reserve has an uncommitted balance of \$900,000 and a future report to Council will recommend that the funds be committed to Council's Stage 3 COVID Recovery Support Package or to offset projected budget shortfalls created by the COVID pandemic.

**Capital Works Reserve**

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

|  |                      |
|--|----------------------|
| <b>Capital Works Reserve</b>   |                      |
| <b>Reserve Balance as at 30 June 2020</b>                                | <b>\$3,125,419</b>   |
| Add: Quarterly Review Transfers  | \$0                  |
| <b>Proposed Balance of Reserve</b>                                       | <b>\$3,125,419</b>   |
| <b>Committed Funds Held in Reserve</b>                                   |                      |
| Less: 2019/20 Revoted projects   | (\$2,142,172)        |
| Less: Adopted 2020/21 Capital Works Program Funding                      | (\$500,000)          |
| Less: Four Seasons Path Footpath Lighting NSW Premiers Grant ORD 101/20  | (\$25,000)           |
| Less: Proposed RMS Active Transport Program 2020/21 Council Contribution | (\$106,000)          |
| <b>Total Allocated in 2020/21</b>  | <b>(\$2,773,172)</b> |
| <b>Uncommitted Balance – Capital Works Reserve</b>                       | <b>\$352,247</b>     |

Council has the discretion to allocate these funds to future capital projects including those projects unable to be funded as part of the 2019/20 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. The projected balance available (uncommitted) in the Asset Renewal Reserve is \$541,727.

|  |                   |
|--|-------------------|
| <b>Asset Renewal Reserve</b>                       |                   |
| <b>Reserve Balance as at 30 June 2020</b>          | <b>\$594,400</b>  |
| Add: LIRS Interest 2020/21                         | \$37,300          |
| <b>Proposed Reserve Balance</b>                    | <b>\$631,700</b>  |
| <b>Committed Funds Held in Reserve</b>             |                   |
| Less: 2020/21 Revoted projects                     | (\$89,973)        |
| <b>Total Allocated in 2020/21</b>                  | <b>(\$89,973)</b> |
| <b>Uncommitted Balance – Asset Renewal Reserve</b> | <b>\$541,727</b>  |

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



## **RESULTS AGAINST BUDGET - 30 JUNE 2020**

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

### **Major Variations to Budget**

Variations between the adoption of the March Review for 2019/20 and the final budget result for 2019/20 represent a balanced budget position. A list of the variations (greater than \$20,000) is provided in the following table. Brief explanations follow the table.

| <b>RESULT AGAINST BUDGET - YEAR ENDING 30 June 2020<br/>SIGNIFICANT VARIATIONS</b>   | <b>Budget<br/>Impact<br/>Increase /<br/>(Decrease)</b> |
|--|--|
| <b>INCOME ADJUSTMENTS</b>  |  |
| Note: Increase to the Budget = Increase in income or increase in transfer from Reserves<br>Decrease to the Budget = Shortfall in income      |  |
| 1. Commercial Waste  | \$198,191  |
| 2. Development Fees & Charges  | (\$174,471)  |
| 3. Enforcement of Legislation  | (\$119,723)  |
| 4. Civic Centre  | (\$86,540)   |
| Variations under \$20,000 (net)  | (\$76,563)   |
| <b>Sub Total - Income Adjustments</b>  | <b>(\$259,106)</b>                                     |
| <b>EXPENDITURE ADJUSTMENTS</b>   |  |
| Note: Increase to the Budget = Savings in expenditure<br>Decrease to the Budget = Increase in expenditure or increase in transfer to Reserve |  |
| 5. Planning and Environment  | \$510,373  |
| 6. Smeaton Grange Depot Construction   | (\$509,531)  |
| 7. Street Lighting   | \$480,323  |
| 8. COVID additional Cleaning Costs   | (\$132,714)  |
| 9. COVID Equipment   | (\$130,873)  |
| 10. Library Capital Expenditure  | \$125,772  |
| 11. COVID Building Running Costs   | (\$97,615)   |
| 12. Community & Cultural Development   | \$96,853   |
| Variations under \$20,000 (net)  | (\$83,482)   |
| <b>Sub Total - Expenditure Adjustments</b>   | <b>\$259,106</b>                                       |
| <b>TOTAL - PROPOSED VARIATIONS TO BUDGET</b>   | <b>\$0</b>   |



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## **Income Adjustments Commentary**

- 1. Commercial Waste Income – Increase in Income of \$198,191**

Actual income for Council's commercial three bin service and commercial garbage service (1100 litre bin) for 2019/20 has been in higher demand than anticipated predominantly relating to growth in the sector.
- 2. Development Fees & Charges – Decrease in Income of \$174,471**

Development income has not met budget expectations for the second half of 2019/20. A reduction in the number of Development Applications of high value reduced significantly as a result of slowing development activity. The level of income received from development activity is primarily dependent on the receipt of applications from developers; the decrease is representative of the current market.
- 3. Enforcement of Regulations – Decrease in Income of \$119,723**

Income from the Enforcement of Regulations has reduced during the COVID period.
- 4. Civic Centre – Decrease in Income of \$86,540**

Lower income has been realised within the Civic Centre operations in 2019/20 than anticipated. This is primarily a result of a closure of facility during to COVID.

## **Expenditure Adjustments Commentary**

- 5. Planning and Environment - Expense Savings of \$510,373**

Savings have been realised within Strategic Planning area during 2019/20. These savings are primarily a result of a reduction in expected expenditure spent on external consultants and studies. The majority of studies prepared during 2019/20 have been funded by the Department of Planning, Industry and Environment to inform the LEP review.
- 6. Smeaton Grange Depot Construction – Expense Increase of \$509,531**

In response to COVID, a second depot was constructed at Smeaton Grange. This was a control measure to ensure, if one depot could not be used due to a COVID related issue, Council could still provide essential services to our community. This provides for sound operational risk management in a COVID environment.
- 7. Street Lighting Expense – Expense Savings of \$480,323**

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.
- 8. COVID Cleaning Expense – Expense Increase of \$132,714**

In response to COVID, an enhanced cleaning regime is in place to minimise the transmission of COVID.
- 9. COVID Equipment Expense – Expense Increase of \$130,873**

Safety equipment and technology costs to enable staff to work in a COVID environment.



### 10. Library Capital Expenditure – Expense Savings of \$125,772

A saving in Council's capital expenditure budget for the Library Services function was realised during the 2019/20 financial year; this amount is a general fund saving that is immaterial when compared to Council's total Library budget.

### 11. COVID Building Operational Costs – Expense Increase of \$97,615

Additional costs associated with maintaining and running of the new depot at Smeaton Grange.

### 12. Community & Cultural Development – Expense Savings of \$96,853

Savings in Community & Cultural Development operational expenditure due to COVID.

### 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 2019 to 30 June 2020), two contra adjustments have taken place amounting to a total of \$4,112,064. A detailed list of the adjustments is included as **Attachment 1** 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 1993* 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 provided as **Attachment 2** to this report.

| EXPENDITURE REVOTES & WORKS IN PROGRESS (SOURCE OF FUNDS) | Works Not Commenced (Revotes) | Works in Progress (Carry Forward) | Total               |
|---|-------------------------------|-----------------------------------|---------------------|
| Section 7.11 Contributions                                | \$284,000                     | \$8,347,622                       | \$8,631,622         |
| External Grant Funding                                    | \$75,000                      | \$16,517,782                      | \$16,592,782        |
| Internal Reserves   | \$345,000                     | \$6,161,880                       | \$6,506,880         |
| Waste Management  | \$0                           | \$470,845                         | \$470,845           |
| General Revenue (i.e. Council Funds)                      | \$0                           | \$4,056,958                       | \$4,056,958         |
| Other Sources   | \$0                           | \$150,000                         | \$150,000           |
| <b>TOTAL</b>  | <b>\$704,000</b>              | <b>\$35,705,087</b>               | <b>\$36,409,087</b> |

It should be noted that the general fund component of the revotes and works in progress (\$4,056,958) is transferred to Council's revotes reserve to ensure funds are available for those projects in the new year; all other funding sources are already held in a Council reserve.

## Stormwater Management Reserve and 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 2019/20 was \$865,361. As at 30 June 2020, \$721,272 (83%) had been spent, leaving a remaining balance of \$144,089. The balance of \$144,089 has been identified as carry overs.

## Loan Borrowing Reduction

A review of the 2019/20 budget identified that \$3 million approved in the 2019/20 original budget was not required for the acquisition of land. The land to be acquired was withdrawn from sale by the owner. As a result of not borrowing, Council has realised interest savings of approximately \$325,000 over the life of the proposed 2019/20 loan.

## SUMMARY OF YEAR END RESULTS AGAINST BUDGET

The following table is a summary of budget adjustments up to 30 June 2020.

| SUMMARY OF BUDGET ADJUSTMENTS  | Expenditure (Increase) / Decrease | Income Increase / (Decrease) | Budget Impact Increase / (Decrease) |
|--|-----------------------------------|------------------------------|-------------------------------------|
| 2019/20 Carried Forward Working Funds Balance                              |                                   |                              | \$1,000,000                         |
| 2019/20 Adopted Budget Position  |                                   |                              | \$0                                 |
| LESS: Minimum Desired Level of Working Funds                               |                                   |                              | (\$1,000,000)                       |
| <b>Total Available Working Funds 01/07/2019</b>                            |                                   |                              | <b>\$0</b>                          |
| 2019/20 September Review Adjustments                                       | (\$2,343,983)                     | \$2,343,983                  | <b>\$0</b>                          |
| 2019/20 December Review Adjustments  | (\$7,677,920)                     | \$7,677,920                  | <b>\$0</b>                          |
| 2019/20 March Review Adjustments   | (\$3,047,930)                     | \$3,047,930                  | <b>\$0</b>                          |
| <b>Total Available Working Funds as at 31/03/2020</b>                      |                                   |                              | <b>\$0</b>                          |
| <b>2019/20 June Review Adjustments</b>                                     |                                   |                              |                                     |
| Major Variations   | \$259,106                         | (\$259,106)                  | \$0                                 |
| Council Approved Variations  | (\$21,379)                        | \$21,379                     | \$0                                 |
| Contra Variations  | (\$4,112,064)                     | \$4,112,064                  | \$0                                 |
| Budget Revotes (works in progress)   | \$35,705,087                      | (\$35,705,087)               | \$0                                 |
| Budget Revotes (works not commenced)                                       | \$704,000                         | (\$704,000)                  | \$0                                 |
| <b>Total - June Review Adjustments</b>                                     | <b>\$32,534,750</b>               | <b>(\$32,534,750)</b>        | <b>\$0</b>                          |
| <b>TOTAL AVAILABLE WORKING FUNDS as at 30 June 2020 (Uncommitted Cash)</b> |                                   |                              | <b>\$0</b>                          |



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## **STATEMENT BY RESPONSIBLE ACCOUNTING OFFICER (CHIEF FINANCIAL OFFICER)**

The following statement is made by the Responsible Accounting Officer (Chief Financial Officer) in accordance with Clause 203(2) of the *Local Government (General) Regulation 2005*:

‘It is my opinion that the year-end Budget Result for Camden Council for the period ending 30 June 2020 indicates that Council’s projected financial position is satisfactory. No remedial actions are required based on the financial position presented within this report.’

Council is closely monitoring the impact of COVID on Council’s budget. It is expected that Council will have a better understanding of the impact and the need for adjustments to the projected budget position when it considers the 2020/21 December Quarterly Budget Review.

### **CONCLUSION**

Council should be proud of its response to COVID from an operational perspective and through its Community Support Packages, while still maintaining a balanced budget position to 30 June 2020. It is through Council’s prudent management of its finances and reserve allocations over time that it has been able to support the organisation and community through this pandemic.

While the pandemic is still a predominant feature in our lives, Council is well placed financially to support its community moving forward.

### **RECOMMENDED**

**That Council:**

- i. adopt the budget variations within this report, and the revote of projects totalling \$704,000 as identified within the attachment to this report, and approve the inclusion of these projects in the 2020/21 Budget;**
- ii. approve the transfer of \$4,056,958 to the revotes reserve, representing the General Fund portion of the revotes and works in progress program; and**
- iii. remove the loan funding allocation of \$3 million (land acquisition) from the 2019/20 budget, which is no longer required.**

### **ATTACHMENTS**

1. 2019-20 June Review - Budget Appendix
2. Revotes

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## ORDINARY COUNCIL

ORD03

**SUBJECT: RATES AND CHARGES AND LEVIES WRITTEN OFF 2019/2020**  
**FROM:** Director Customer & Corporate Strategy  
**TRIM #:** 20/222526

---

### PURPOSE OF REPORT

The purpose of this report is to advise Council of the 2019/2020 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.

A Councillor briefing was held on 20 October 2020 to discuss this report.

### MAIN REPORT

The amounts of rates and charges proposed to be written off in respect of the 2019/2020 financial year are set out below and discussed.

1. Postponed Rates – (\$12,378.18)

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 based on 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 1993*, 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 six properties that qualify for postponed rates within the Camden LGA. The total amount of postponed rates and charges as at 30 June 2020 is \$35,062.83.

The postponed amounts written off for the 2019/2020 rating year are as follows:

|                                     |                           |
|-------------------------------------|---------------------------|
| Rates written off from 2015/2016    | \$ 9,217.35               |
| Interest written off from 2015/2016 | <u>\$ 3,160.83</u>        |
| Total                               | <u><b>\$12,378.18</b></u> |



2. Rates and Charges – Pension Rebate – (\$815,364.63)

Section 583 of the *Local Government Act 1993* 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 and charges to be written off for 2019/2020 relating to the pension rebate total **\$815,364.63 (100%)**.

Council is entitled to claim 55% (\$448,450.55) of the Rates and Charges rebate from the Office of Local Government. The remaining 45% (\$366,914.08) is a cost to Council, which is allowed for as part of the budget each year.

3. Stormwater Management Levy – Pension Rebate (Under Council's Policy) – (\$71,377.38)

Section 582 of the *Local Government Act 1993* allows Council to waive or reduce rates, charges and interest due by any person prescribed by the regulations who is in receipt of a pension, benefit or allowance under the Social Security Act 1991 of the Commonwealth. The amount to be written off for pensioners under Council's Stormwater Management Levy policy for 2019/2020 is **\$71,377.38**.

4. Accrued Interest and Miscellaneous Amounts – (\$4,771.12)

Section 567 of the *Local Government Act 1993* allows Council to write off accrued interest on amounts that would be uneconomical to recover.

|   |                     |
|---|---------------------|
| - Amounts written off under \$3.00                                    | - <b>\$2,677.91</b> |
| - Pension interest written off in accordance with Pension Policy 5.34 | - <b>\$1,322.62</b> |
| - Interest written off following hardship claim due to COVID-19       | - <b>\$ 770.59</b>  |

### FINANCIAL IMPLICATIONS

In accordance with the relevant sections of the *Local Government Act 1993*, the total amount to be written off in the 2019/2020 financial year is \$903,891.31. 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 1993* 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 \$903,891.31 for the 2019/2020 financial year.**



## ORDINARY COUNCIL

## ORD04

**SUBJECT: SEPTEMBER REVIEW OF THE 2020/21 OPERATIONAL PLAN (BUDGET)**

**FROM:** Director Customer & Corporate Strategy

**TRIM #:** 20/338584

### PURPOSE OF REPORT

This report presents the September Quarterly Operational Plan (budget) Review for the 2020/21 financial year in accordance with Part 9, Division 3, Clause 203 of the *Local Government (General) Regulation 2005*.

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

### BACKGROUND

#### SUMMARY OF BUDGET POSITION

In adopting the 2020/21 Operational Plan, Council approved a balanced budget position. Budget adjustments identified at the September Review represent a projected balanced budget for the 2020/21 financial year.

A Councillor briefing was held on 20 October 2020 to discuss this report.

#### CURRENT RESERVE BALANCES

##### Working Funds Reserve

The Working Funds Reserve is a holding reserve for uncommitted funds or to move funds between financial years.

|  |                      |
|--|----------------------|
| <b>Working Funds Reserve</b>                       |                      |
| <b>Reserve Balance as at 30 June 2020</b>          | <b>\$550,000</b>     |
| Add: Transfer to Reserve 2020/21                   | \$1,500,000          |
| <b>Proposed Reserve Balance</b>                    | <b>\$2,050,000</b>   |
| <b>Committed Funds Held in Reserve</b>             |                      |
| Less: 2020/21 Revoted projects                     | (\$550,000)          |
| Less: Camden Pool Works - ORD 75/2020              | (\$600,000)          |
| Total Allocated in 2020/21                         | <b>(\$1,150,000)</b> |
| <b>Uncommitted Balance – Working Funds Reserve</b> | <b>\$900,000</b>     |

The Working Funds Reserve has an uncommitted balance of \$900,000. A future report to Council will recommend that the funds be committed to Council's Stage 3 COVID Recovery Support Package or to offset projected budget shortfalls created by the COVID pandemic.



### Capital Works Reserve

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

| <b>Capital Works Reserve</b>   |                      |
|--|----------------------|
| <b>Reserve Balance as at 30 June 2020</b>                                | <b>\$3,125,419</b>   |
| Add: Quarterly Review Transfers  | \$0                  |
| <b>Proposed Balance of Reserve</b>                                       | <b>\$3,125,419</b>   |
| <b>Committed Funds Held in Reserve</b>                                   |                      |
| Less: 2019/20 Revoted projects   | (\$2,142,172)        |
| Less: Adopted 2020/21 Capital Works Program Funding                      | (\$500,000)          |
| Less: Four Seasons Path Footpath Lighting NSW Premiers Grant ORD 101/20  | (\$25,000)           |
| Less: Proposed RMS Active Transport Program 2020/21 Council Contribution | (\$106,000)          |
| <b>Total Allocated in 2020/21</b>  | <b>(\$2,773,172)</b> |
| <b>Uncommitted Balance – Capital Works Reserve</b>                       | <b>\$352,247</b>     |

The balance of this reserve can be used to fund new or existing projects unable to be funded as part of considering the 2020/21 Operational Plan (budget).

### Asset Renewal Reserve

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

| <b>Asset Renewal Reserve</b>                       |                   |
|--|-------------------|
| <b>Reserve Balance as at 30 June 2020</b>          | <b>\$594,400</b>  |
| Add: LIRS Interest 2020/21                         | \$37,300          |
| <b>Proposed Reserve Balance</b>                    | <b>\$631,700</b>  |
| <b>Committed Funds Held in Reserve</b>             |                   |
| Less: 2020/21 Revoted projects                     | (\$89,973)        |
| <b>Total Allocated in 2020/21</b>                  | <b>(\$89,973)</b> |
| <b>Uncommitted Balance – Asset Renewal Reserve</b> | <b>\$541,727</b>  |

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



## MAIN REPORT – SEPTEMBER REVIEW OF THE 2020/21 BUDGET

Further information and explanation of the projected balanced budget for 2020/21 is detailed below.

### PROPOSED VARIATIONS TO BUDGET

Below are the proposed variations between the adoption of the 2020/21 Budget and the September Review for 2020/21, which have led to a projected budget balance position:

| <b>September review of the 2020/21 budget proposed variations</b>   | <b>Budget Impact Increase/(Decrease)</b> |
|---|--|
| <b>Expenditure adjustments</b>  |  |
| Note: Increase in expenditure is a decrease to the budget<br>Saving in expenditure is an increase to the budget |  |
| 1. Civic Centre Sponsorship   | (\$15,525)                               |
| 2. Corporate Salaries   | \$145,525                                |
| 3. Contact Centre Upgrade   | (\$100,000)                              |
| Variations less than \$15,000 (net)   | (\$10,000)                               |
| <b>Sub Total - Expenditure Adjustments</b>  | <b>\$20,000</b>                          |
| Less: Macarthur FC Sponsorship - ORD 99/20  | (\$20,000)                               |
| <b>TOTAL - balanced budget</b>  | <b>\$0</b>                               |

### Adjustments Commentary:

#### **1. Civic Centre Sponsorship – Increase in Expense of \$15,525**

Council has received a request from the Camden Musical Society for one-off sponsorship of their 2021 production of Seussical. The sponsorship would include additional in-kind contributions towards the hire of the Camden Civic Centre for a three-week period in February and March. Council has previously resolved to support the production by the Camden Musical Society for in-kind support under the Community Sponsorship Program valued at \$8,025 (excl GST), the additional in-kind support is valued at \$15,525 bringing the total value of sponsorship to \$23,550 (excl GST).

Seussical is the first major production for the newly formed Camden Musical Society and will include a week of public performances that will attract audiences back to the Camden Civic Centre, and into the Camden Town Centre.

Should Council support the in-kind contribution, it is recommended that a formal sponsorship agreement be entered into that requires:

- Recognition of Councils support in all promotion of the event;
- Civic Centre to manage ticket sales;
- Analytics of event attendance and associated economic development impacts
- Sponsorship acquittal at the conclusion of the event.

**2. Corporate Salaries - Decrease in Expense of \$145,525**

Savings have been identified as a result of vacancies within Council's existing staff structure for permanent and temporary positions. Recruitment has been delayed on the replacement of some of these positions due to a reduction in development activity in the first quarter of the financial year. Also, it is expected that, upon the resignation of an employee, there will be lag time between resignation and the appointment of the new employee. This is a minor variation of 0.25% to budget.

**3. Contact Centre Upgrade – Increase in Expense of \$100,000**

The contract for Council's current call centre telecommunications software utilised by the Contact Centre is due to expire. A new contact centre software solution that manages multiple contact channels including incoming and outgoing calls (call centre functionality), social media, email enquiries and chat functions, such as live chat and/or smart assistant, will be implemented in early 2021.

**COUNCIL AUTHORISED VARIATIONS**

Council has authorised three budget variations since the adoption of the 2020/21 Budget. A list of these approved variations is provided in the following table:

| <b>Council approved variations</b>  | <b>Expenditure (Increase)/Decrease</b> | <b>Income Increase/(Decrease)</b> | <b>Budget Impact Increase/(Decrease)</b> |
|---|--|-----------------------------------|--|
| Macarthur FC Sponsorship - ORD 99/20  | (\$20,000)                             | \$0                               | (\$20,000)                               |
| Acceptance of grant – Four Seasons Park Footpath Lighting 2020/21 – ORD 101/20      | (\$40,000)                             | \$40,000                          | \$0                                      |
| Acceptance of Grant – Local Roads and Community Infrastructure Program ORD 120/2020 | (\$874,692)                            | \$874,692                         | \$0                                      |
| Acceptance of Grant – Community Building Partnership Program ORD 151/2020           | (\$10,200)                             | \$10,200                          | \$0                                      |
| Acceptance of Grant – NSW Small Business Month 2020 – ORD 152/2020                  | (\$2,000)                              | \$2,000                           | \$0                                      |
| <b>TOTAL - Council approved variations</b>  | <b>(\$946,892)</b>                     | <b>\$926,892</b>                  | <b>(\$20,000)</b>                        |

**CONTRA ADJUSTMENTS**

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



During the period 1 July 2020 to 30 September 2020, a number of contra adjustments have taken place amounting to a total of \$2,803,065. A detailed list of the adjustments is provided as an **attachment** to this report.

### **COUNCILLOR CONSOLIDATED WARD FUNDS**

The balance of Consolidated Ward Funds is \$73,754.

| <b>CONSOLIDATED WARD FUNDS</b>            |                 |
|---|-----------------|
| 2020/21 Budget Allocation                 | \$30,000        |
| 2019/20 Ward Funds Revote                 | \$43,754        |
| <b>TOTAL FUNDS AVAILABLE</b>              | <b>\$73,754</b> |
| <b>PROJECTS FUNDED IN 2020/21</b>         |                 |
| <b>TOTAL PROJECTS FUNDED IN 2020/21</b>   | <b>\$0</b>      |
| <b>BALANCE OF CONSOLIDATED WARD FUNDS</b> | <b>\$73,754</b> |

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

### **SUMMARY OF SEPTEMBER REVIEW ADJUSTMENTS**

The following table is a summary of budget adjustments up to 30 September 2020:

| <b>Summary of budget adjustments</b>                    | <b>Expenditure (Increase) / Decrease</b> | <b>Income Increase / (Decrease)</b> | <b>Budget Impact Increase / (Decrease)</b> |
|---|--|-------------------------------------|--|
| 2019/20 Carry-Forward Working Funds                     |  |                                     | \$1,000,000                                |
| 2020/21 Adopted Budget Position                         |  |                                     | \$0  |
| LESS: Minimum Desired Level of Working Funds            |  |                                     | (\$1,000,000)                              |
| <b>TOTAL Available Working Funds 01/07/2020</b>         |  |                                     | <b>\$0</b>                                 |
| NOTE 1: Proposed Variations                             | \$20,000                                 | \$0                                 | \$20,000                                   |
| NOTE 2: Authorised Variations                           | (\$946,892)                              | \$926,892                           | (\$20,000)                                 |
| NOTE 3: Contra Adjustments                              | (\$2,803,065)                            | \$2,803,065                         | \$0  |
| <b>TOTAL - September Review Adjustments</b>             | <b>(\$3,729,957)</b>                     | <b>\$3,729,957</b>                  | <b>\$0</b>                                 |
| <b>TOTAL available working funds (uncommitted cash)</b> |  |                                     | <b>\$0</b>                                 |

### **ON-TIME PAYMENT POLICY REPORTING**

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

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Council processes approximately 11,000 invoices each year. As at 30 September 2020, Council had processed 33 invoices from registered small businesses for the quarter. None of these invoices became overdue during the reporting period.

### **STATEMENT BY RESPONSIBLE ACCOUNTING OFFICER**

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

‘It is my opinion that the Quarterly Budget Review Result for Camden Council for the period ending 30 September 2020 indicates that Council’s projected financial position is satisfactory. No remedial actions are required based on the financial position presented within this report.’

Council is closely monitoring the impact of COVID on Council’s budget. It is expected that Council will have a better understanding of the impact and the need for adjustments to the projected budget position when it considers the 2020/21 December Quarterly Budget Review.

### **CONCLUSION**

The September Quarterly Budget Review is complete and submitted for Council’s consideration.

### **RECOMMENDED**

**That Council approve the necessary budget adjustments as identified in the categories of ‘proposed variations’ and ‘contra adjustments’ in this report.**

### **ATTACHMENTS**

1. 2020-21 September Review - Budget Appendix
2. 2020-21 September Review - QBRs



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## ORDINARY COUNCIL

## ORD05

**SUBJECT: VARIATIONS TO DEVELOPMENT STANDARDS APPROVED UNDER STAFF DELEGATION (QUARTERLY REPORT)**

**FROM:** Director Planning & Environment

**TRIM #:** 20/333033

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### PURPOSE OF REPORT

The purpose of this report is to advise Council of any development applications (DAs) that involved a development standard variation approved under staff delegation in the last quarter (July-September 2020).

### BACKGROUND

In February 2018, the Department of Planning, Industry and Environment (DPIE) published *Planning Circular PS 18-003 Varying Development Standards* to advise consent authorities of arrangements for when the Secretary's concurrence to vary development standards may be assumed and to clarify requirements around reporting and record keeping where that concurrence has been assumed.

In accordance with the planning circular, councils are required to fulfil the following procedural and reporting requirements when development standards are being varied:

- Maintain a publicly available online register of all variations to development standards approved by the consent authority or its delegates;
- Report all variations approved by Council to the DPIE within four weeks of the end of each quarter; and
- Report all applications approved under staff delegation to a meeting of Council at least once each quarter.

Council maintains an online register of all variations to development standards and reports all variations approved by Council to the DPIE within four weeks of the end of each quarter.

The purpose of this report is to advise Council of any applications approved under staff delegation during the last quarter as per the procedural requirements outlined above.

Councillors were advised of the details of the application referred to in this report on 24 October 2020.

### MAIN REPORT

During the last quarter (July-September 2020), Council staff approved one DA that varied a development standard. The details of that application are outlined below:

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DA/2020/55/1 – Torrens Title Subdivision to Create Two Lots at 13 Bluebell Crescent, Spring Farm

- The development involves Torrens title subdivision to create two residential lots.
- One of the proposed lots varied from the minimum site area prescribed under Clause 4.1 of Camden Local Environmental Plan (CLEP) 2010, having a site area of 298.8sqm while the minimum site area under CLEP 2010 is 300sqm (1.2sqm or 0.4% variation).
- The variation was considered reasonable given it was very minor in nature; did not result in any amenity impacts; and the development was consistent with the objectives of the zone and the standard.

**FINANCIAL IMPLICATIONS**

This report has no financial implications for Council.

**CONCLUSION**

During the last quarter (July-September 2020), Council staff approved one DA that varied a development standard. That variation is reported to Council in accordance with the procedural requirements outlined in *Planning Circular PS 18-003 Varying Development Standards*.

**RECOMMENDED**

**That Council note the information in this report.**

## ORDINARY COUNCIL

## ORD06

**SUBJECT: PROPOSED PARK NAMING - EMERALD HILLS, LEPPINGTON**  
**FROM:** Director Customer & Corporate Strategy  
**TRIM #:** 20/296241

### PURPOSE OF REPORT

This report seeks Council's endorsement of the proposed naming of a park within the Emerald Hills Estate release area, Leppington and referral of the proposal to the NSW Geographical Names Board (GNB) for its consideration.

### BACKGROUND

Council has received a request from Macarthur Developments Pty Ltd to consider naming a park within the Emerald Hills Estate release area, Leppington. Information supplied by the Macarthur Developments Pty Ltd in support of the request is included in the historical background provided below.

A Councillor briefing on this matter was held on 20 October 2020.

### MAIN REPORT

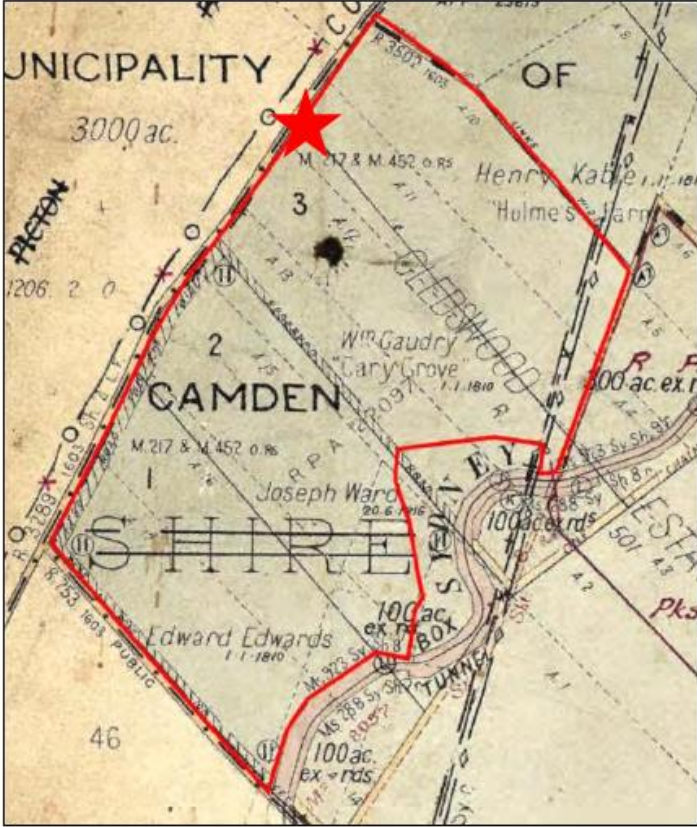
The proposed place name submitted by Macarthur Developments for the park is "Holmes Park". The subject park is bordered by Farmer Street, Cato Circuit and Berkshire Circuit within the Emerald Hills Estate in East Leppington Precinct and is shown in *Figure 1* below.



*Figure 1: Geographical representation of the proposed park*



Detail on the historical background of the proposed park name, as provided by Macarthur Developments Pty Ltd, is outlined in the parish map table below:

| Proposed Park Name | Historical Background   |
|--------------------|---|
| Holmes Park        | <p>The name refers to the title given to portion 4 of the original land grant by the land grantee, Henry Kable, when it was received in the year 1810.</p> <p>The description Holmes Farm, as nominated on the Parish map shown in <i>Figure 2</i>, was most likely named for his wife Susannah Holmes. This property was one of many properties that the couple owned within the Sydney region.</p>  <p><i>Figure 2: Parish Map from the late nineteenth century, showing the land grants in the vicinity of the study area in 1892 (Source: LPI and AHMS). Holmes Farm on portion 4 marked with star.</i></p> <p>Naming the reserve Holmes Park retains the historical naming connection with this location and the connection with these two prominent citizens from the early Australian colonial era.</p> |

The proposed park was referred to the Heritage Advisory Committee (HAC) for any comments. The Committee made no comments.

The GNB is the naming authority and has the role of assigning names to parks, reserves and natural features.



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## Place Naming Process

The GNB has advised Council that the following process is to be followed to have park names approved:

1. The landowner, developer or a resident provides to Council a proposed park or reserve name/s.
2. The proposed park or reserve name/s are checked by Council staff in accordance with the Guidelines published by the GNB.
3. A report is sent to Council, seeking endorsement of the proposed park or reserve name/s to be submitted for approval by the GNB.
4. The GNB exhibits the proposed park or reserve name/s in the local media for 30 days, inviting submissions.
5. If objections are received by the GNB, they will be forwarded to Council for review.
6. If no objections are received, the GNB gazettes the names and notifies Council of the gazettal.

Steps 1 to 2 have now been completed and this report is in accordance with step 3.

The proposed park name is now recommended to Council for endorsement and, subject to Council approval, will be referred to the GNB to continue the above naming process.

If approved by the GNB, the park name will be formally included in Council's official place name register.

## FINANCIAL IMPLICATIONS

This matter has no financial implications for Council.

## CONCLUSION

Macarthur Developments Pty Ltd has submitted a park name for endorsement by Council. The proposed name outlined in this report is in accordance with GNB guidelines.

It is recommended that Council endorse the proposed park name and refer the application to the GNB to continue the place naming process.

## RECOMMENDED

### **That Council:**

- i. endorse the park name Holmes Park within the East Leppington Precinct;**
- ii. refer the application to the Geographical Names Board (GNB) in accordance with GNB place naming process; and**
- iii. write to Macarthur Development Pty Ltd advising of Council's decision.**

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## ORDINARY COUNCIL

ORD07

**SUBJECT: DETERMINATION OF COUNCILLOR NUMBERS**  
**FROM:** Director Customer & Corporate Strategy  
**TRIM #:** 20/270880

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### PURPOSE OF REPORT

The purpose of this report is to advise Council of the requirement to determine the number of Councillors for the following term of office.

### BACKGROUND

Under section 224 of the *Local Government Act 1993* (the Act), a Council must determine the number of its Councillors for the following term of office. The next Council election is scheduled to take place on 4 September 2021 and the next term of office will run from September 2021 to September 2024.

Councillor briefings on this matter were held on 15 September and 20 October 2020.

### MAIN REPORT

The Act provides that a Council must have at least five, but not more than 15, Councillors, one of whom is the Mayor. A Council that is divided into Wards must have the same number of Councillors per ward and a minimum of three Councillors per Ward. Camden Council currently has nine Councillors and three Wards, with three Councillors allocated to each of its Wards.

Under section 16 of the Act, Council is not able to change the number of Councillors unless approval has been given at a constitutional referendum. In the event that Council determines to increase or decrease its numbers, a referendum could be held concurrently with the 2021 Local Government election. Any change adopted would take effect from the 2024 Local Government election.

A decision to change Councillor numbers would need to take into account the possible impact on representation of the community, the ability of Council to make decisions and deliver services, any financial impacts and any impacts on electoral arrangements.

Based on the available population and comparative data, there are no clear indications of a need for a change in the number of Councillors for the Camden Local Government Area (LGA).

It is appropriate that the new Council, during its 2021 to 2024 term, continue to monitor and review the number of Councillors for the following term, in accordance with the Act.

### FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.



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## **CONCLUSION**

It is recommended, in line with the statutory requirement to determine the number of Councillors for the following term of office, that Council determine its number of Councillors for the 2021 to 2024 term as nine (9).

## **RECOMMENDED**

**That Council determine the number of Councillors for the following term of office as nine (9).**

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## ORDINARY COUNCIL

ORD08

**SUBJECT: CLASSIFICATION OF LAND - PERICH PARK AND DAWSON-DAMER PARK, ORAN PARK**

**FROM:** Director Customer & Corporate Strategy

**TRIM #:** 20/316705

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### PURPOSE OF REPORT

The purpose of this report is to seek a resolution of Council to classify Lot 17 in DP 270899, being Perich Park and Dawson-Damer Park, as Operational land.

### BACKGROUND

In accordance with the Oran Park Planning Agreement, Lot 17 in Deposited Plan 270899 (the Land), being Perich Park and Dawson-Damer Park, will be dedicated to Council by Greenfields Development Company.

A site plan is provided as an **attachment** to this report.

### MAIN REPORT

In accordance with the provisions of the *Local Government Act 1993* (the Act), before a Council acquires land, or within three months after it acquires land, a Council may resolve that the land be classified as Community land or Operational land. Any land acquired by a Council that is not classified is, at the end of the three-month period, classified as Community land.

By classifying the Land as Operational land, Council will have the flexibility it requires to participate within the governance regime established by the Oran Park Management Scheme, of which the Land is a part. It is therefore recommended that the Land be classified as Operational land for the following reasons:

- An Operational land classification will allow Council to use one set of governance arrangements for all Council-owned lots within the Oran Park Town Centre.
- An Operational land classification will provide Council with the capacity to participate seamlessly in co-ordinated events across the Town Centre managed through the Events and Activities Management Plan, which, under the Oran Park Management Scheme, provides guidance on the process, places and responsibility for holding events and markets.
- The use of the Events and Activities Management Plan would relieve Council of the need to prepare a Plan of Management for the Land, while retaining the flexibility required to serve the community's need for the Land and the Oran Park community as the Town Centre grows.



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Section 34 of the Act requires public notice to be given of a proposed resolution to classify public land. Once public notice is given, Council must consider any submissions received before it can classify the Land. Should any submissions be made against the proposed classification, a further report will be presented to Council seeking final approval of the classification.

### **FINANCIAL IMPLICATIONS**

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

### **CONCLUSION**

The Land is required to be classified under the Act. By classifying the Land as Operational land, Council will have the flexibility it requires to participate within the governance regime established by the Oran Park Management Scheme. It is therefore recommended to classify the Land as Operational Land.

### **RECOMMENDED**

**That Council:**

- i. endorse the proposed 'Operational' land classification of Lot 17 in Deposited Plan 270899;**
- ii. place the proposed 'Operational' land classification on public exhibition for a period of not less than 28 days;**
- iii. if no submissions are received against the proposed classification, resolve to classify the land as Operational land, with effect from the day after the close of the public exhibition; and**
- iv. if submissions are received against the proposed classification, receive a further report to Council following the exhibition period.**

### **ATTACHMENTS**

1. Site Plan - Lot 17 DP 270899

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## ORDINARY COUNCIL

ORD09

**SUBJECT: TENDER T009/2020 - LEGAL SERVICES**

**FROM:** Director Customer & Corporate Strategy

**TRIM #:** 20/327371

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### PURPOSE OF REPORT

The purpose of this report is to advise Council of the tenders received for T009/2020 – Legal Services Tender and recommend that Council accept the tenders as identified in this report.

### BACKGROUND

Council's current Legal Services Panel contract is due to expire in late November 2020. As such, Council issued a tender for the provision of legal services for the period November 2020 to November 2022 with two further options for an additional two years each. The scope of legal services sought in the tender covered seven specific areas of law:

- Local Government/ Admin and Governance;
- Commercial;
- Planning and Environment;
- Property;
- Contributions Planning;
- Risk Management and Insurance (includes WHS); and/or
- Employment and Industrial Relations.

Tenderers were able to submit a tender to provide services in one or more of the legal service areas.

### MAIN REPORT

#### Legislation

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

#### Advertising of Tenders

A tender for the provision of legal services was called on 18 August 2020 and publicly advertised on Council's website. The tender was open for a period of 21 days until the closing date 9 September 2020 and was available through the e-tendering website [www.tenders.nsw.gov.au](http://www.tenders.nsw.gov.au).

#### Tenders Received

Council received 33 valid tenders from the following firms:



| <b>Tender</b>                                      | <b>Suburb</b> |
|--|---------------|
| AMK Law Pty Ltd                                    | Melbourne     |
| Angelo Billias                                     | Sydney        |
| Bartier Perry Pty Limited                          | Sydney        |
| BBW Lawyers Pty Ltd                                | Sydney        |
| Bugden Allen Lawyers Pty Ltd                       | Sydney        |
| Caldwell Martin Cox                                | Camden        |
| Clayton Utz  | Sydney        |
| Construction Legal Pty Ltd                         | Sydney        |
| Coutts Solicitors & Conveyancers                   | Narellan      |
| Dentons Australia Limited                          | Sydney        |
| Drayton Sher Lawyers                               | Sydney        |
| Fletcher Pidcock Lawyers Pty Ltd                   | Rutherford    |
| S Apikian & Others T/As Gadens Lawyers             | Sydney        |
| Holding Redlich                                    | Sydney        |
| Kells Lawyers                                      | Wollongong    |
| Lindsay Taylor Lawyers                             | Sydney        |
| Massons Commercial Property Law Pty Ltd            | Pymont        |
| Matthews Folbigg Pty Ltd                           | Parramatta    |
| McCabe Curwood Pty Ltd                             | Sydney        |
| McCullough Robertson                               | Sydney        |
| Moray & Agnew Newcastle                            | Newcastle     |
| NB Lawyers   | Milton        |
| Omedia Pty Ltd T/as Workdynamic Australia          | Sydney        |
| PeGF   | Ryde          |
| Praxis Lawyers Pty Ltd                             | Mt Annan      |
| Rostron Carlyle Rojas Pty Ltd                      | Sydney        |
| Redenbach Lee Lawyers Pty Ltd T/as Redenbach Legal | Sydney        |
| RMB Lawyers  | Wollongong    |
| Shaw Reynolds Lawyers Pty Limited                  | Avalon Beach  |
| Sparke Helmore Lawyers                             | Sydney        |
| SWAAB  | Sydney        |
| Thompson Cooper Lawyers Pty Ltd                    | Sydney        |
| Wilshire Webb Staunton Beattie                     | Sydney        |

Of the 33 tenders received, none were non-conforming.

#### Tender Evaluation Process

A Tender Evaluation Panel was established, and the submissions were assessed on price and non-price factors as agreed by the Evaluation Panel. Price was given a weighting of 30% and non-price factors a weighting of 70%.



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Non-price factors considered for this project were:

- Experience and personnel/capacity to handle volume
- Ability to deliver successful outcomes
- Client service standards
- Added value
- Local supplier.

Each of the seven areas of law were assessed independently.

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

#### Work, Health & Safety Requirements

The selected firms met all WHS requirements as required for this contract.

#### Certificates of Currency

The selected firms have provided all current insurances as required for this contract. Tenderers also completed a Conflict of Interest Declaration.

#### Tender Compliance Panel

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

#### Contract Term

The legal services contract is for two years (to 2022) with two further options, at Council's discretion, of two years each. It is considered appropriate to allow the two-year extension options as this provides a cost-effective way of extending the arrangements, subject to satisfactory performance by the tenderers. This approach also accords with general industry practice and is consistent with the previous legal services contract.

#### Financial Implications

Costs arising out of the appointment of the Legal Services Panel are provided for in Council's budget.

### **CONCLUSION**

The tender panel has assessed and evaluated all tenders submitted and, after consideration of Council's future needs, it is recommended to appoint the following firms. These firms provided submissions that demonstrated a thorough understanding of the requirements and provided evidence of relevant experience and capability in the provision of legal services.



| Area of Law                                     | Recommended Firms<br>(in alphabetical order)   |
|---|--|
| Local Government/Admin and Governance           | Bartier Perry<br>Holding Redlich<br>Lindsay Taylor Lawyers<br>Moray & Agnew<br>Sparke Helmore                  |
| Commercial                                      | Bartier Perry<br>Lindsay Taylor Lawyers<br>McCullough Robertson<br>Moray & Agnew<br>Sparke Helmore             |
| Property  | Bartier Perry<br>Holding Redlich<br>Kells Lawyers<br>Lindsay Taylor Lawyers<br>Moray & Agnew                   |
| Planning and Environment                        | Bartier Perry<br>Lindsay Taylor Lawyers<br>Holding Redlich<br>Sparke Helmore<br>Wilshire Web Staunton Beattie  |
| Contributions Planning                          | Bartier Perry<br>Holding Redlich<br>Lindsay Taylor Lawyers<br>Sparke Helmore<br>Wilshire Webb Staunton Beattie |
| Risk Management and Insurance<br>(includes WHS) | Bartier Perry<br>Holding Redlich<br>Lindsay Taylor Lawyers<br>Moray & Agnew<br>Sparke Helmore                  |
| Employment and Industrial Relations             | Holding Redlich<br>Kells Lawyers<br>Lindsay Taylor Lawyers<br>Moray & Agnew<br>Sparke Helmore                  |

### **RECOMMENDATION**

#### **That Council:**

- i. accept the tender from the firms as recommended in this report under a preferred supplier panel arrangement for the provision of legal services to Council for a period of two years with two further options, at Council's discretion, of two years each; and**
- ii. advise all firms tendering of the outcome of the tender process.**

#### **ATTACHMENTS**

1. Legal Services Tender - *Supporting Document*



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## ORDINARY COUNCIL

## ORD10

**SUBJECT: INVESTMENT MONIES - SEPTEMBER 2020**

**FROM:** Director Customer & Corporate Strategy

**TRIM #:** 20/346440

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### PURPOSE OF REPORT

In accordance with Part 9, Division 5, Section 212 of the *Local Government (General) Regulation 2005*, a list of investments held by Council as at 30 September 2020 is provided.

### MAIN REPORT

The weighted average return on all investments was 1.49% p.a. for the month of September 2020. The industry benchmark for this period was 0.09% (Ausbond Bank Bill Index) and the current official cash rate as determined by the Reserve Bank of Australia (RBA) is 0.25%.

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

Council's Investment Report for September 2020 is provided as an **attachment** to this report.

### RECOMMENDED

**That Council:**

- i. note that the Responsible Accounting Officer has certified that all investments held by Council have been made in accordance with the *Local Government Act 1993*, Regulations, and Council's Investment Policy;**
- ii. note the list of investments for September 2020; and**
- iii. note the weighted average interest rate return of 1.49% p.a. for the month of September 2020.**

### ATTACHMENTS

1. Investment Report - September 2020



## ORDINARY COUNCIL

### ORD11

**SUBJECT: REQUEST TO REVIEW ANNUAL CONTRIBUTION - SOUTH WEST SYDNEY ACADEMY OF SPORT**

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

**TRIM #:** 20/331672

### PURPOSE OF REPORT

The purpose of this report is to advise Council of a request from the South West Sydney Academy of Sport (SWSAS) to review Council's current annual contribution towards the academy, and to recommend an increase to future contributions.

### BACKGROUND

Council has received a request from the CEO on behalf of the SWSAS Board to review its annual financial contribution towards the academy.

Camden Council is one of four foundation member Councils of SWSAS along with Campbelltown, Liverpool and Wollondilly. The academy was established in 1997 and has long been recognised for its contribution towards the development of talented junior athletes across a range of sports in the Macarthur and South West Region.

Councillors were briefed on the matter on 13 October 2020.

### MAIN REPORT

Council currently contributes \$13,000 (excl GST) annually to the SWSAS. This figure was last reviewed in 2015 when Council increased the annual contribution by \$3,000 (excl GST).

Of the athletes supported through the academy, approximately 90 or 30% are from the Camden LGA, and this number continues to grow as Camden's population and high-quality sports facilities also increases.

Figure 1 below shows an analysis of the contribution rates per member Council based on population.

| Council      | Current Contribution | \$ per 1000 people |
|--------------|----------------------|--------------------|
| Liverpool    | \$27,600             | \$121/1000         |
| Campbelltown | \$26,500             | \$155/1000         |
| Camden       | \$13,000             | \$128/1000         |
| Wollondilly  | \$11,000             | \$206/1000         |

Figure 1

The average contribution across all four Councils is \$153 per 1000 people; currently Camden's contribution is less than the average rate.

An increase of \$3,000 (excl GST), in line with the previous increase in 2015, would increase Camden's contribution to \$16,000 (excl GST). This increase equates to \$158 per 1000 people, which is slightly above the current average. It is therefore recommended that Council consider an increase of \$3,000 (excl GST) to the annual financial contribution.

In addition, to assist in keeping pace with Camden's growth and the value of money over time, it is also recommended that Council consider implementing an annual increase in accordance with the Consumer Price Index (CPI) except that, in the event the CPI is negative for the period, the contribution will remain the same.

### Summary

As outlined in the report, it is recommended that Council consider a \$3,000 (excl GST) increase to bring the annual contribution to \$16,000 (excl GST). In addition, it is also recommended that Council consider implementing an annual increase in accordance with the Consumer Price Index (CPI) except that, in the event the CPI is negative for the period, the contribution will remain the same.

### FINANCIAL IMPLICATIONS

Council currently contributes \$13,000 (excl. GST) annually to the SWSAS. It is recommended to increase annual contribution to \$16,000 (excl. GST) except that, in the event the CPI is negative for the period, the contribution will remain the same.

It is proposed to allocate \$3,000 (excl. GST) from existing budgets to fund the additional contribution.

### CONCLUSION

Council has received a letter from the SWSAS requesting a review of its annual contribution. Having considered the request, analysed the contributions from other member Councils, and considered the participation of Camden residents, it is recommended that Council increase the annual contribution by \$3,000 (excl GST).

It is also recommended that future payments be increased in line with the CPI except that, in the event the CPI is negative for the period, the contribution will remain the same.

### RECOMMENDED

**That Council:**

- i. increase the annual contribution to the South West Sydney Academy of Sport (SWSAS) by \$3,000 (excl. GST) totalling \$16,000 (excl. GST);**
- ii. implement an annual increase on the contribution in accordance with the Consumer Price Index (CPI) except that, in the event the CPI is negative for the period, the contribution will remain the same; and**
- iii. write to SWSAS to advise of the outcome of this report.**



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## ORDINARY COUNCIL

**ORD12**

**SUBJECT: ACCEPTANCE OF GRANT FUNDING - NSW SHOWGROUNDS  
STIMULUS PROGRAM - PHASE 2**

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

**TRIM #:** 20/337745

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### PURPOSE OF REPORT

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

### BACKGROUND

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

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

Council made an application for funding to upgrade a range of items within the Camden Showgrounds and have been successful in gaining funding for upgrading the electricity infrastructure.

### MAIN REPORT

Council has been successful in receiving grant funding under the Showground Stimulus Funding Program for \$20,903.01 (excluding GST) to upgrade the electricity infrastructure at the Camden Showgrounds.

The project will see additional capacity of the electrical network within the Camden Showgrounds which will support large events such as the Camden Show. This will remove the need for alternate power sources and provide a more event friendly facility.

### FINANCIAL IMPLICATIONS

The grant funding of \$20,903.01 (excluding GST) will fully fund the upgrade of the electrical network within the Camden Showground.

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

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## **CONCLUSION**

Council has been successful in attaining funding through the NSW Department of Planning, Industry and Environments – Showground Stimulus Funding Program for the upgrade of Electrical Infrastructure at the Camden Showground.

The funding of \$20,903.01 (excluding GST) will fully fund the upgrade which will remove the need for the use of generators to add to the current capacity of the electricity infrastructure within the Camden Showgrounds.

## **RECOMMENDED**

**That Council:**

- i. accept grant funding of \$20,903.01 (excl. GST) for the upgrade of electricity infrastructure at Camden Showground;**
- ii. write to the Hon. Melinda Pavey, Minister for Water, Property and Housing, thanking her for the grant; and**
- iii. write to Mr Peter Sidgreaves MP, Member for Camden, thanking him for his support; and**
- iv. write to the Camden Show Society to formally advise of Council's acceptance of the funding.**



## ORDINARY COUNCIL

ORD13

**SUBJECT: ACCEPTANCE OF GRANT FUNDING - TRANSPORT FOR NEW SOUTH WALES - ACTIVE TRANSPORT PROGRAM 2020/21**

**FROM:** Acting Director Community Assets

**TRIM #:** 20/332804

### PURPOSE OF REPORT

The purpose of this report is to seek Council's acceptance of grant funding from Transport for New South Wales (TfNSW), under the Active Transport Program, for road improvement works, and to seek the allocation of matching funds from the Capital Works Reserve.

### BACKGROUND

TfNSW seeks applications from councils each year for projects under the Active Transport Program. This year applications were made for eligible projects under the funding guidelines.

### MAIN REPORT

The NSW Government offers 50/50 funding under the Active Transport Program for pedestrian and bicycle facilities.

Council has been advised by TfNSW that the following application has been successful in the 2020/2021 financial year:

- Cobbitty Road, Cobbitty – Design and construction of new pedestrian refuge, bus bays and footpaths near Macarthur Anglican School (overview plan provided as an **attachment** to this report).

|                       |                                  |
|-----------------------|----------------------------------|
| Project Cost Estimate | \$212,000 (excluding GST)        |
| Funding Offered       | \$106,000 (excluding GST) (50%). |

### FINANCIAL IMPLICATIONS

The total cost of the project is \$212,000 (excluding GST). Under the conditions of the grant, Council must provide 50% of the funding, which is \$106,000 (excluding GST). Council's contribution can be funded from the Capital Works Reserve.

### CONCLUSION

Council has been successful in securing grant funding under the 2020/21 Active Transport Program to the value of \$106,000 for footpath and pedestrian refuge island works on Cobbitty Road, Cobbitty.

The project will enable improved pedestrian safety and it is recommended that the grant funding be accepted with additional matching funds allocated from the Capital Works Reserve to progress this project.



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**RECOMMENDED**

**That Council:**

- i. accept Transport for New South Wales funding of \$106,000 (excl. GST) under the Active Transport Program to conduct road improvement works at Cobbitty Road, Cobbitty, for the 2020/21 budget program;**
- ii. allocate \$106,000 (excl. GST) from the Capital Works Reserve as matching funds for this project;**
- iii. write to The Hon. Andrew Constance, MP Minister for Transport and Roads, thanking him for the grant; and**
- iv. write to Mr Peter Sidgreaves MP, Member for Camden, thanking him for his support.**

**ATTACHMENTS**

- 1. Cobbitty Road- Overview Plan**



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## ORDINARY COUNCIL

**ORD14**

**SUBJECT: ACCEPTANCE OF GRANT FUNDING - AGL LOCAL COMMUNITIES INVESTMENT PROGRAM**

**FROM:** Acting Director Community Assets

**TRIM #:** 20/328699

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### PURPOSE OF REPORT

The purpose of this report is to seek Council's acceptance of grant funding from AGL Energy Limited, under the Local Communities Investment Program, to purchase a portable water bubbler and refill station.

### BACKGROUND

AGL's Local Communities Investment Program provides funding of up to \$5,000 to support communities by providing funding for projects, events and initiatives that align with AGL's community priorities by providing environmental, social and/or economic benefits.

The purpose of the Local Communities Investment Program is to:

- Deliver community wide benefits;
- Encourage innovation in, and support, issues of community significance; and
- Build and maintain strong relationships in communities in which AGL operates.

### MAIN REPORT

In September 2020, Council submitted an application for \$3,380 (excl. GST) of funding under AGL's Local Communities Investment Program to purchase a portable water bubbler and refill station to provide a practical solution for free drinking water at events. These units discourage the use of single use plastics whilst promoting the benefit of water as a healthy alternative. The portable water bubbler and refill station will also be made available to local community groups and schools for their events and activities.

Given the current situation with COVID-19, the unit will be safely managed in line with requirements of NSW Health and Council. The design on the unit also enables reduced physical contact as drinking from the bubbler and refilling water bottles will be achieved via a touch-free sensor.

### FINANCIAL IMPLICATIONS

Council has been successful in its funding application for \$3,380 (excl. GST) from AGL's Local Communities Investment Program.

Council will provide in-kind contributions to design the printed panels on the unit.

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## **CONCLUSION**

Council has been successful in its funding application for \$3,380 (excl. GST) from AGL Energy Limited, under the Local Communities Investment Program, to purchase a portable water bubbler and refill station.

This project will provide a practical solution to provide free drinking water at Council events. The unit will also be made available to local community groups and schools for their events and activities.

## **RECOMMENDED**

**That Council:**

- i. accept the funding of \$3,380 (excl. GST) from AGL Energy Limited Local Communities Investment Program; and**
- ii. write to AGL Energy Limited, thanking them for the grant.**



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## ORDINARY COUNCIL

## ORD15

**SUBJECT: DRAFT SUSTAINABILITY STRATEGY 2020-2024**  
**FROM:** Acting Director Community Assets  
**TRIM #:** 20/304417

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### PURPOSE OF REPORT

The purpose of the report is to seek Council's endorsement of the Draft Sustainability Strategy 2020-2024.

### BACKGROUND

Sustainability Advantage is an environmental milestone program facilitated by the NSW Department of Planning, Industry and Environment that recognises sustainability improvements made by organisations.

Council achieved Bronze status in June 2019 and is now working towards Silver status as part of its ongoing commitment and participation to the Sustainability Advantage program. To achieve Silver status, Council must have in place strategies and actions to address waste management, energy management, water management and resource use. To meet the requirements, the strategies and actions must ensure there are: a timeframe, allocated responsibility and budget allocation (where relevant), evaluation measures and reporting requirements.

Councillors were advised of the Draft Sustainability Strategy 2020-2024 on 16 October 2020.

### MAIN REPORT

Sustainability is generally considered to be about the trees, waterways and air we breathe. However, as the local government authority responsible to grow a Sustainable Camden, it is also about creating urban environments that protect our rural heritage, and protect and enhance our natural environment, while ensuring that we are a resilient, healthy and connected community.

Through the support of the Sustainability Advantage Program, a Sustainability Strategy 2020-2024 (provided as an **attachment** to this report) has now been drafted. The Sustainability Strategy is a whole-of-Council approach, linked to the key directions outlined in the Camden Community Strategic Plan and the local priorities of the Camden Local Strategic Planning Statement.

Feedback from the community captured as part of the development of the Local Strategic Planning Statement helped shape the five key themes in the Sustainability Strategy, being:

- Building Sustainable Communities – to increase awareness, knowledge and capacity in our community so they can respond and take action on sustainability issues;

- 
- Creating Sustainable Urban Environments – to embed sustainability principles into urban planning and design to support the delivery of low carbon communities;
  - Improving Resilience to Climate Change – to understand the climate risk for the Camden LGA and build resilience to climate and natural disasters;
  - Protecting Our Natural Environments – to improve biodiversity management and the health of our waterways; and
  - Leading by Example – to demonstrate leadership to the community by improving the sustainability performance of Council.

Within each of the themes, the key issues are identified as well as actions that Council is already doing to work towards goals aligned with state government targets. New initiatives or actions that Council will implement over the next four years are outlined within the Strategy, with our achievements to be monitored by the success measures that have been identified for each theme.

### **FINANCIAL IMPLICATIONS**

Some of the draft actions are funded through the existing budget. Additional funding will be sought through external grants or considered as part of Council's annual budget processes.

### **CONCLUSION**

Council is committed to creating a Sustainable Camden for a resilient, healthy and connected community. The Sustainability Strategy 2020-2024 is an acknowledgement by Council of its commitment to action on sustainability and working with the community and other important stakeholders, to achieve positive outcomes for the local environment.

It is therefore requested that Council endorse the Draft Sustainability Strategy 2020-2024 for implementation.

### **RECOMMENDED**

**That Council endorse the Draft Sustainability Strategy 2020-2024 for implementation.**

### **ATTACHMENTS**

1. Camden Council Sustainability Strategy



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## ORDINARY COUNCIL

## ORD16

**SUBJECT: PESTICIDE USE NOTIFICATION PLAN - REVISED - POST EXHIBITION**  
**FROM:** Acting Director Community Assets  
**TRIM #:** 20/312869

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### PURPOSE OF REPORT

The purpose of the report is for Council to consider the outcome of the public exhibition of the revised Pesticide Use Notification Plan. It is recommended that Council adopt the revised Pesticide Use Notification Plan.

### BACKGROUND

Council first prepared a Pesticide Use Notification Plan (the Plan) in 2007, in accordance with the requirements of the *Pesticides Regulation 1995*. The Plan outlined to the community when Council uses or allows the use of pesticides in public spaces that are owned or controlled by Council.

The *Pesticides Regulation 1995* was superseded by the *Pesticides Regulation 2017* and the Plan has now been reviewed.

The revised Plan was briefed to Council on 21 July 2020, prior to public exhibition.

### MAIN REPORT

A pesticide is any substance or mixture of substances used to destroy, suppress or alter the life cycles of any pest. These include herbicides, insecticides, fungicides and rodenticides.

Pesticides are used in public places when necessary to:

- eliminate weeds;
- protect public property from pest damage;
- protect users of the public places from nuisance or danger; and
- meet community expectations for aesthetically appealing parks and public places.

The Plan has been reviewed and updated to reflect changes in legislation and the organisational structure. In addition, the wording has been amended to improve the readability of the Plan.

Council is committed to ensuring that the use of pesticides in public places is justified, minimised and has the lowest toxicity of pesticides necessary to achieve the desired outcome. Council will continue to investigate alternatives to pesticide use where available.

The revised Plan is provided as an **attachment** to this report.

### **Public Exhibition**

The Plan was placed on public exhibition from 11 August 2020 to 4 September 2020.

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No submissions were received.

### **FINANCIAL IMPLICATIONS**

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

### **CONCLUSION**

The Plan has been reviewed and updated to reflect changes in legislation and the organisational structure, and to improve the readability of the Plan.

The revised Plan was placed on public exhibition from 11 August 2020 to 4 September 2020 and no submissions were received.

It is recommended that Council adopt the revised Plan.

### **RECOMMENDED**

**That Council adopt the revised Pesticide Use Notification Plan as attached to this report.**

### **ATTACHMENTS**

1. Amended Pesticide Notification Plan - November 2020